

ADDERBURY PARISH COUNCIL

TUESDAY 30 MARCH 2021

Clerk & Responsible Financial Officer

Theresa Goss
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22 March 2021

Dear Councillors,

A meeting of the Parish Council will be held on Zoom on **Tuesday 30 March 2021 at 7.30pm** to transact the business set out in the Agenda below and you are summoned to attend.

The District Councillors Christine Heath, Mike Bishop and Andrew McHugh and County Councillor Arash Fatemian are also invited to attend.

The Zoom joining details are as follows:

<https://us02web.zoom.us/j/86382022291?pwd=MzlsSWFEdklkSzhQTVJpNWJwZ3BMQT09>

Meeting ID: 863 8202 2291

Passcode: 665229

Members of the public are invited to attend the meeting, however please note that this will be for the purposes of viewing the meeting only and public participation will only be permitted during the Open Forum. The 3 minute public speaking rule, as per the Parish Council's Standing Orders, will apply.

T.Goss
Clerk to the Parish Council

A G E N D A

1. **Welcome** – The Chairman to welcome members of the public and Councillors to the meeting. **7.30pm**
2. **Apologies for absence** - To receive any apologies for absence from the meeting.
7.30pm
3. **Declarations of Interest** - Members are asked to declare any interest and the nature of that interest, which they may have in any of the items under consideration at this meeting.

Advice on declarations of interest should be sought from the Clerk prior to the meeting, as advice cannot be given to Councillors at Parish Council meetings.
7.30pm – 7.35pm
4. **Minutes** – To consider the minutes of the meeting held on 23 February 2021 and any matters arising from those minutes. **(Attached)**
7.35pm – 7.40pm
5. **Chairman's Announcements**
7.45pm – 7.50pm
6. **Open Forum** - Members of the public are invited to raise any items which concern the Parish.
(10 minutes maximum/3 minutes per person)
7.50pm – 8.00pm

7. **Reports from County and District Councillors** - To receive reports from the Adderbury County Councillor and District Councillors. **8.00pm – 8.10pm**
8. **Planning**
- i) Planning Applications - To note the planning applications considered by the Parish Council since the last meeting. **(Report to follow)**
 - ii) Results of Planning Applications - To note the results of planning applications determined by Cherwell District Council's Planning Committee. **(Report to follow)**
 - iii) Local Transport and Connectivity Plan Vision Consultation – To approve the comments on the consultation document. **(Previously circulated)**
8.10pm – 8.25pm
9. **Village Matters**
- i) Traffic Calming - To receive a report on the traffic calming project in the village. **(Report to follow)**
 - ii) FOCAL – To receive a report on the work of FOCAL. **(Report to follow)**
 - iii) The Milton Road Community Project - To receive progress reports on the building project and the progress made by the Working for Adderbury Community (WFAC) Working Group. **(Report to follow)**
 - iv) Annual Parish Meeting (APM) 2021 – To discuss the arrangements for the Annual Parish Meeting being held on Wednesday 14 April 2021 at 730pm on Zoom.
 - v) Community Engagement – To discuss community engagement and distributing information to the village. **(Report to follow)**
 - vi) Defibrillator Maintenance – To consider a quote for the necessary items for maintenance of the defibrillator. **(Report to follow)**
 - vii) Parking in The Rise – To discuss the continuing issues with vehicles being parked on the grass in The Rise. **(Report to follow)**
8.25pm – 8.45pm
10. **Parish Council Matters**
- i) Parish Council Elections 2021 – To note that Parish Council elections are being held on 6 May 2021. Nomination papers must be submitted to Cherwell District Council by 8 April 2021.
 - ii) Committee Minutes and Recommendations. If Councillors have any queries on the minutes and decisions of the Committees, please contact the Clerk prior to the Parish Council meeting
 - Environment Committee – To:
 - 1) note the minutes and approve the recommendations of the meeting held on 23 March 2021; and
 - 2) appoint Councillor Stephen Walsh as a member of the Environment Committee.
 - Staffing Committee – To note the minutes of the meeting held on 18 March 2021.
 - iii) Parish Council Training Policy – To approve a Parish Council training policy. **(Policy to follow)**

- iv) Health and Safety:-
- To note the play area inspection at The Rise;
 - To note the play area inspection at the Lucy Plckett Playing Field from Councillor Ann Lyons
 - To note the inspection at Adderbury Lakes from Councillor Diane Bratt.
- v) Adderbury Cemetery – To discuss and agree that Exclusive Burial Rights can only be purchased by one individual. **(Report to follow)**

8.45pm - 9.00pm

11. **Finance**

- i) Approval of Accounts for Payment and Bank Reconciliation - To approve the accounts for payment and bank reconciliation. **(Report to follow)**
- ii) Financial Report - To note the financial report. **(Report to follow)**
- iii) Internal Audit 2020/2021 Interim Report – To note the report and recommendations from the Internal Auditor. **(Report to follow)**
- iv) Members' Allowances 2021/2022 – To consider the report of the Independent Parish Remuneration Panel. **(Report to follow)**

9.00pm – 9.15pm

12. **Correspondence** - Items of correspondence will be circulated to members.

9.15pm

The Lucy Jane Plckett Charity

(One item)

13. **Lucy Plckett Play Area** – To discuss the removal of brambles in the play area. **(Report to follow)**

9.15pm – 9.20pm

14. **Public and Press** - To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting for items numbered 15, 16 & 17 on the grounds that it could involve the likely disclosure of private and confidential information.

9.20pm

15. **Quote for Works at Adderbury Cemetery** – To consider a quote for works to brambles and trees at Adderbury Cemetery. **(Report to follow)**

9.20pm – 9.25pm

16. **Play Equipment at The Rise** – To consider a quote for replacement play equipment at The Rise. **(Report to follow)**

9.25pm – 9.30pm

17. **Walls at Adderbury Cemetery** – To consider a quote for works to the wall at Adderbury Cemetery. **(Report to follow)**

9.30pm – 9.35pm

18. **Meeting Dates** – Future meeting dates to be agreed as follows and will commence at 7.30pm. Until further notice, these will be virtual meetings held on Zoom. **9.35pm**

- 14 April 2021 (Adderbury Annual Parish Meeting)
- 27 April 2021
- 18 May 2021

19. **Items for the Future Agendas/Items of Information** **9.35pm**