

ADDERBURY PARISH COUNCIL

TUESDAY 30 NOVEMBER 2021

Clerk & Responsible Financial Officer
Theresa Goss
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22 November 2021

Dear Councillors,

A meeting of the Parish Council will be held on **Tuesday 30 November 2021 at 7.30pm** at Church House, High Street, Adderbury to transact the business set out in the Agenda below and you are summoned to attend.

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

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, in particular the new Parish Councillors, Jacky Atkinson and Simon Davies.
7.30pm – 7.35pm
2. **Apologies for absence** - To receive any apologies for absence from the meeting.
7.35pm – 7.40pm
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.
7.40pm – 7.45pm
4. **Minutes** – To consider the minutes of the meeting held on 26 October 2021 and any matters arising from those minutes. **(Attached)**
7.45pm – 7.50pm
5. **Chairman's Announcements**
7.50pm – 8.00pm

6. **Open Forum** - Members of the public are invited to raise any items which concern the Parish.
(10 minutes maximum/3 minutes per person)
8.00pm – 8.10pm
7. **Reports from County and District Councillors** - To receive reports from the Adderbury County Councillor and District Councillors. **8.10pm – 8.20pm**
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)**
8.20pm – 8.30pm
9. **Village Matters**
 - i) FOCAL – To receive a report on the work of FOCAL. **(Report to follow)**
 - ii) 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)**
8.30pm – 8.40pm
10. **Parish Council Matters**
 - i) Community Governance Review – To make comments on the Community Governance Review. **(Information previously circulated)**
 - ii) Civility and Respect Project – To note the work of the Civility and Respect Project. **(Information previously circulated)**
 - iii) Parish Council Surgery – To note any issues raised at the Surgery held on 6 November 2021. The next two surgeries will be held on 11 December 2021 and 8 January 2022.
 - iv) Environment Committee Membership – To confirm the membership of the Environment Committee.
 - v) 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 & Staffing Committee: There had not been a meeting of the Environment Committee or Staffing Committee since the last meeting of the Parish Council.
 - vi) Health and Safety:-
 - To note the annual play area inspection at The Rise;
 - To note the annual play area inspection at the Lucy Plackett Playing Field; and
 - To note the inspection at Adderbury Lakes from Councillor Diane Bratt.**8.40pm – 9.00pm**
11. **Finance**
 - i) Approval of Accounts for Payment, Income and Bank Reconciliation - To approve the accounts for payment, note the income received since the last meeting and note the bank reconciliation. **(Reports to follow)**
 - ii) Financial Report - To note the financial report. **(Report to follow)**

iii) Budget and Precept 2022/2023 – To note that the budget and precept will be considered at the next meeting of the Parish Council and any suggestions for items for inclusion in the budget should be forwarded to the Responsible Financial Officer.

iv) Internal Audit 2021/2022 – To confirm the appointment of the Internal Auditor for 2021/2022.
9.00pm - 9.15pm

12. **Correspondence** - Items of correspondence will be circulated to members.
9.15pm – 9:20pm

The Lucy Jane Plackett Charity

(No items)

13. **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 item numbered 14 on the grounds that it could involve the likely disclosure of private and confidential information. **9:20pm**

14. **Maintenance Contracts for 2022/2023** – To discuss quotes for the following contracts:

- Grass Cutting - Lucy Plackett Playing Field
- Grass Cutting - Village areas and highways verges
- Grass Cutting - Milton Road Field
- Maintenance - Adderbury Lakes
- Maintenance - Allotments and Cemetery

9:20pm – 9:30pm

15. **Meeting Dates** – Future meeting dates to be agreed as follows and will commence at 7.30pm and Church House, High Street, Adderbury. **9.30pm**

- 11 January 2022
- 15 February 2022
- 29 March 2022
- 12 April 2022 (Annual Parish Meeting)
- 26 April 2022

16. **Items for the Future Agendas/Items of Information**

- Monitoring of brambles at the Lucy Plackett Playing Field children's play area
- Bench Survey (Councillor Rod Head & all Councillors reporting on seats near to their homes)

9.30pm