

# ADDERBURY PARISH COUNCIL

TUESDAY 10 SEPTEMBER 2019

**Clerk & Responsible Financial Officer**  
**Theresa Goss**  
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This is a summary of the decisions and not the formal minutes of the meeting of Adderbury Parish Council held on 10 September 2019.

If you require further information on the meeting, please contact the Clerk to the Parish Council, Theresa Goss on 01295 710965, during normal office hours.

**PRESENT:** Chairman Councillor Diane Bratt; Councillors Sheila August, Steven Cox, Rod Head, Ann Lyons, Garrad Millier, Keith Mitchell, Martin Rye and Laura Walker.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk and Responsible Financial Officer) and Trish Fennell.

## SUMMARY OF DECISIONS

1. **Welcome** – The Chairman welcomed everyone to the meeting. The Chairman also advised on the procedure for the recording of meetings.
2. **Apologies for absence** – Parish Councillors Sue Jelfs and Andy Millard and District Councillors Mike Bishop, Christine Heath and Andrew McHugh.  
  
Victoria Head had resigned from the Parish Council and a letter of thanks would be sent to Victoria for all her work. The Parish Council was pleased that she would be staying on the Working for Adderbury Community Group.
3. **Declarations of Interest** – All Councillors as Trustees of the Lucy Plackett Playing Field.
4. **Minutes & Matters Arising** – The minutes of the meeting held on 30 July 2019 were approved. No matters arising.
5. **Chairman's Announcements**
  - John Prentice had sadly passed away and the Parish Council asked that its condolences be passed to his wife Sue and his family. The Parish Council would also pass on its thanks for all his work in the village, including as a Parish Councillor and a Governor at Christopher Rawlins Primary School.
  - Thanks to Malcolm Brown for completing the judging for the Millennium Cup and congratulations to Phil and Bernice Mansell who were the 2019 winners for plot 18.
  - Information Commissioners Office - Toolkit for Town and Parish Councils was available for Councillors. <https://ico.org.uk/about-the-ico/news-and-events/news-and-blogs/2019/08/blog-three-top-issues-for-town-and-parish-councils/>
  - Inaugural AGM of Oxfordshire Neighbourhood Plans Alliance – Held on 7 September 2019 and Nick Rayner from Bloxham Parish Council was a representative for north Cherwell.
6. **Open Forum** – An email had been received from a resident with a request for a possible new bus stop on Aynho Road and footpath for employees at Banbury Business Park. This would be followed up with the County Council and Stagecoach.
7. **Reports from County and District Councillors** – There were no reports from the County and District Councillors.

## 8. **Planning**

- i) Planning Applications - The planning applications considered by the Parish Council since the last meeting were noted and comments approved.
- ii) Results of Planning Applications - The results of planning applications determined by Cherwell District Council's Planning Committee were noted.
- iii) Planning Application 18/00220/F – The project would be progressed and a planning application for the new community building would be submitted to Cherwell District Council.

## 9. **Village Matters**

- i) FOCAL – Noted.
- ii) Working for Adderbury Community (WFAC) – Noted.
- iii) Memorial for Andrew Barnes – The Barnes family would be consulted on a suitable memorial and also whether they would like his name adding to the list of street names for new roads in the village.
- iv) Nature Reserve at the Railway Embankment – A nature reserve would not be progressed at this time.
- v) Railway Embankment Bridge – Meeting with Martin Walker would be arranged and the fee of £250.00 was approved.
- vi) Adderbury Community Day, 21 September 2019 – Volunteers were still required for marshalling the road closure.

## 10. **Parish Council Matters**

- i) Committee Minutes – The minutes of the meeting of the Environment Committee held on Tuesday 27 August 2019 were noted and the recommendations approved.

The minutes of the meeting of the Staffing Committee held on Thursday 18 July 2019 would be submitted to the next meeting of the Parish Council.

- ii) Councillors Training Courses – Noted.
- iii) Parish Council Surgeries – No residents attended.
- iv) Health and Safety
  - The Rise play area – No issues.
  - Lucy Plackett Playing Field/play area – Part of the wooden obstacle course had rotted away. Brambles in the play area needed cutting back.
  - Adderbury Lakes – No issues. Fencing work would start in October 2019.
- v) Walled Garden Allotments – Plot 1, tenancy would be terminated and the tenant would be given one months' notice. Plot 14, the tenant would be given until 11 March 2020 to bring the plot up to a state which is in accordance with the Conditions of Tenancy.

## 11. **Finance**

- i) Accounts for Payment – The accounts for payment were approved.
- ii) Bank Reconciliation and Financial Report – Noted.
- iii) Appointment of Internal Auditor 2019/2020 – Arrow Accounting was appointed.

12. **Correspondence** – CPRE magazine, Countryside Voice.

**The Lucy Jane Plackett Charity**  
**(No items)**

13. **Public and Press** – The press and public were excluded for item 14.

14. **The Leys** – Noted.

15. **Meeting Dates** - Future meeting dates are as follows and would commence at 7.30pm at the Church House, Adderbury, unless stated otherwise:

- 29 October 2019
- 26 November 2019
- No meeting in December 2019
- 14 January 2020
- 25 February 2020
- 31 March 2020
- 28 April 2020
- 26 May 2020

16. **Items for the Next Agenda (Items of Information Only)**

- Registration of Parish Council Land
- Walled Garden Allotments - To agree the rent for 2020/2021
- Burial Fees for 2020/2021