

MILCOMBE PARISH COUNCIL

TUESDAY 4 SEPTEMBER 2018

Clerk & Responsible Financial Officer
Theresa Goss
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28 August 2018

Dear Councillor,

A meeting of the Parish Council will be held on **Tuesday 4 September 2018 at 8.00 pm** at the Village Hall, Milcombe to transact the business set out in the Agenda below, and you are summoned to attend.

The District Councillors have been invited to attend and Councillor Kieron Mallon has been invited as County Councillor.

T.Goss
Clerk to the Parish Council

A G E N D A

1. **Welcome** – To welcome the Councillors and the public to the meeting.
2. **Apologies for absence** - To receive any apologies for absence from the meeting.
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.
4. **Minutes** - To approve the minutes of the meeting held on 3 July 2018. **(Attached)**
5. **Matters Arising** - To discuss any issues arising from the minutes of 3 July 2018.
6. **Chairman's Announcements**
 - Works to the Dovecote Wall.
 - Community Infrastructure Fund Meeting – Wednesday 5 September 2018 at 7pm at Jubilee Hall, Bloxham to receive more information on the Fund.
 - Oxfordshire County Council's 'Commitment to Thriving Communities' event - Thursday 4 October 2018 at Banbury Town Hall, 1 Bridge Street, Banbury from 6 to 9pm for all Councillors.
7. **Open Forum** – Members of the public are invited to raise any items which concern the Parish.
(Maximum of ten minutes in total for this item)
8. **Reports from County and District Councillors** - To receive reports from the Milcombe County Councillor and District Councillors.

9. Village Matters

- i) Village Organisations – To receive reports from the Chairmen of village organisations.
- ii) Play Area – To:
 - a) receive a report from Councillor Peter Booth on the play area; and
 - b) receive a report on the progress of the proposals for new play equipment.
- iii) VAS Data – To consider the data from the VAS by the Horse and Groom.
- iv) Bus Shelter – To discuss the options for a new bus shelter on New Road.
- v) Trees of Remembrance Project – To consider accepting an offer for a free sapling and commemorative plaque to mark the Centenary of the Armistice of WW1 and, if agreed, to consider a suitable site and confirm future maintenance arrangements.

10. Planning

- i) Planning Applications - To note the planning applications which have been considered by the Parish Council since the last meeting. **(To follow)**
- ii) Results of Planning Applications - To note the results of planning applications determined by Cherwell District Council's Planning Committee. **(To follow)**
- iii) Partial Review of the Cherwell Local Plan 2011-2031 (Part 1)-Oxford's Unmet Housing Need - Habitats Regulations Assessment (August 2018).
- iv) Oak Farm Phase 2 - Invitation for residents to view proposals by the developers, Beech Grove Homes, a subsidiary of Sanctuary Housing, on Thursday 6 September 2018 from 3.00pm-7.00pm in the Village Hall, Milcombe.

11. Parish Council Matters

- i) Cherwell District Council's Parish Liaison Meeting – To note the Parish Liaison Meeting is being held on Wednesday 7 November 2018 at Bodicote House.
- ii) Councillors Training Courses – The following training courses are available to Councillors:
 - Code of Conduct – Thursday 12 September 2018 at 5pm at Cherwell District Council, Bodicote House, Bodicote, Banbury for all Councillors, especially new Councillors
 - Roles & Responsibilities – Wednesday 19 September 2018 at Civic Hall, Britwell Road, Didcot for new and less experienced councillors (full day)
 - GDPR, Progress on Implementation – Wednesday 17 October 2018 at Civic Hall, Britwell Road, Didcot for all Councillors (half day)
 - Planning, How Town and Parish councils fit into the planning system and how to make effective responses to planning applications – Thursday 15 November 2018 at Committee Rooms 1 and 2, Woodgreen Office, West Oxfordshire District Council, Witney (half day)

12. Finance

- i) Accounts for Payment – To approve the accounts for payment. **(To follow)**
- ii) Bank Reconciliation - To note the bank reconciliation. **(To follow)**
- iii) Internal Audit 2018/2019 – To appoint Arrow Accounting to complete the Internal Audit for 2018/2019.

iv) Section 106 Funds – To discuss formulating a Section 106/Community Benefits List.

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

14. **Meeting Dates** - Future meeting dates for Milcombe Parish Council are stated below. They will commence at 8.00pm at the Village Hall, Milcombe unless stated otherwise:

- 6 November 2018

15. **Items for the Next Agenda**