

# MILCOMBE PARISH COUNCIL

TUESDAY 10 MAY 2022

Clerk & Responsible Financial Officer  
Theresa Goss  
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Middleton Cheney  
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3 May 2022

Dear Councillor,

The Annual Meeting of the Parish Council will be held on **Tuesday 10 May 2022 at 7.30pm** at the Village Hall, Main Road, Milcombe to transact the business set out in the Agenda below and you are summoned to attend.

District Councillors Hugo Brown, Mike Kerford-Byrnes and Bryn Williams and County Councillor Kieron Mallon 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** – To welcome the Councillors and the public to the meeting.  
**7:30pm**
2. **Apologies for absence** - To receive any apologies for absence from the meeting.  
**7:30pm**
3. **Appointment of Chairman for 2022/2023** – To appoint a Chairman of the Parish Council for 2022/2023.  
**7:30pm – 7:35pm**
4. **Appointment of Vice-Chairman for 2022/2023** – To appoint a Vice-Chairman of the Parish Council for 2022/2023.  
**7:35pm – 7:40pm**
5. **Signing of Acceptance of Office Forms** – All Councillors to sign and pass to the Clerk, their Acceptance of Office forms, following the uncontested election on 5 May 2022.  
**7:40pm – 7:45pm**
6. **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.**  
**7:45pm**

7. **Neighbourhood Planning** – To receive a presentation from Community First Oxfordshire on Neighbourhood Development Plans.  
**7:45pm – 8:15pm**
8. **Minutes** - To approve the minutes of the meeting held on 1 March 2022 **(Attached)**  
**8:15pm – 8:20pm**
9. **Matters Arising** - To discuss any issues arising from the minutes 1 March 2022.  
**8:20pm – 8:25pm**
10. **Chairman's Announcements**  
**8:25pm – 8:30pm**
11. **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)**  
**8:30pm – 8:40pm**
12. **Reports from County and District Councillors** - To receive reports from the Milcombe County Councillor and District Councillors.  
**8:40pm – 8:50pm**
13. **Village Matters**
  - i) Village Organisations – To receive reports from the Chairmen of village organisations, including the village fete.
  - ii) Play Area – To discuss any matters relating to the play area.
  - iii) Oxfordshire County Council Highway Initiatives/ HGV's in Milcombe – To receive an update on the proposal for 20mph speed restrictions in the village and the application for an HGV weight limit.
  - iv) Bollards on Main Road – To discuss installing bollards on the grass verge on Main Road, opposite the Village Hall to address parking issues.**8:50pm – 9:10pm**
14. **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)****9:10pm – 9:20pm**
15. **Parish Council Matters**
  - i) Vacancies – To consider any applications for co-option onto the Parish Council.
  - ii) Defibrillator – To receive an update on the installation of the defibrillator.
  - iii) Works to St Laurence Church Clock Face – To receive an update on the maintenance works to the Church clock face.**9:20pm – 9:25pm**

16. **Finance**

- i) Accounts for Payment, Income, Bank Reconciliation and Uncashed Payments – To approve the accounts for payment and note the income, bank reconciliation and uncashed payments. **(To follow)**
- iv) Section 106/Community Benefits List – To discuss a Section 106/Community Benefits List.
- v) Accounts 2021/2022
  - Annual Governance and Accountability Return for the year ended 31 March 2022 **(To follow)**
    - a) To approve the Annual Governance Statement 2021/2022 - Section 1
    - b) To approve the Accounting Statements for 2021/2022 - Section 2
  - To receive and approve the Receipts & Payments Account as at 31 March 2022.
- v) Internal Auditor's Report 2021/2022– To note the recommendations of the Internal Auditor's Report for 2021/2022. **(To follow)**

**9:25pm – 9:30pm**

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

**9:30pm – 9:35pm**

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

- Tuesday 5 July 2022
- Tuesday 6 September 2022
- Tuesday 1 November 2022

**9:35pm**

19. **Items for the Next Agenda**

**9:35pm**