

# ADDERBURY PARISH COUNCIL

TUESDAY 10 SEPTEMBER 2024

## Clerk & Responsible Financial Officer

Theresa Goss  
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3 September 2024

Dear Councillors,

A meeting of the Parish Council will be held on **Tuesday 10 September 2024 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.

District Councillors Gordon Blakeway, David Hingley and Rob Pattenden and County Councillor Arash Fatemian are also invited to attend.

In accordance with the Equality Act 2006 & the Equality Act 2010, if any members of the public require assistance and support to enable them to access the Parish Council meeting, please contact the Clerk.

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 – 7:35pm**
2. **Apologies for absence** - To receive any apologies for absence from the meeting.  
**7:30pm – 7:35pm**
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 30 July 2024 and any matters arising from those minutes. **(Attached)**  
**7:35pm – 7:45pm**
5. **Chairman's Announcements**
  - Land in Norris Close
  - Parish Council's response to Cherwell District Council's consultation on CIL
  - Gardening Club Show & Millennium Cup**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) Adderbury Neighbourhood Plan (ANP) – To note the progress which the ANP Working Group has made in relation to updating the Plan.
- iv) 21/01966/F, Land to Rear of Gracewell Care Home, Gardner Way Adderbury – To discuss the planning permission which has been granted for the erection of 18 dwellings and access road.

**8:10pm – 8:25pm**

9. **Village Matters**

- i) FOCAL – To receive a report on the work of FOCAL. **(Report to follow)**
- ii) Community and Sports Centre Project (Milton Road) - To receive a progress report on:
  - the building project;
  - grant funding applications; and
  - fundraising organised by the Parish Council & Working for Adderbury Community (WFAC) Working Group
- iii) Traffic Calming – To discuss the traffic calming proposals and splitting the costs for the consultation process with Bloxham Parish Council.

**8:25pm – 8:40pm**

10. **Parish Council Matters**

- i) Health and Safety:
  - To note the play area inspections at The Rise and Lucy Plackett Playing Field from Councillor Simon Davies;
  - To note the inspection at Adderbury Lakes from Councillor Diane Bratt; and
  - To note the inspection at the Walled Garden Allotments from Councillor Rachel Moffat.
- ii) Parish Council Newsletter – To discuss the contents of the next Newsletter.
- iii) Walled Garden Allotments, Plot 1A – To discuss the condition of plot 1A and whether the tenancy should continue and consider giving the Clerk delegated authority to terminate tenancies on behalf of the Parish Council.
- iv) Parish Council Insurance – To review the Parish Council insurance for 2024/2025.
- v) Oxfordshire Association of Local Councils (OALC) Subscriptions – To discuss the proposed increase in the annual subscriptions to OALC. **(Information to follow)**

**8:40pm – 8:55pm**

11. **Finance**

i) **Financial Matters**

- To approve the accounts for payment; and
- To note the income received since the last meeting, the uncashed receipts & uncashed payments and the bank reconciliation. **(Reports to follow)**

ii) **Budget Monitoring** – To note the budget monitoring report for 2024/2025. **(Report to follow)**

iii) **General and Ear-Marked Reserves** – To note and approve the Parish Council's Reserves. **(Report to follow).**

**8:55pm – 9:05pm**

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

**9:05pm – 9:10pm**

**The Lucy Jane Plackett Charity**

(One Item)

13. **Lucy Plackett Playing Field** – To discuss a request from the Party in the Park for the event to be held on 14 June 2025.

**9:10pm – 9:15pm**

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 on the grounds that it could involve the likely disclosure of private and confidential information.

**9:15pm**

15. **Track to the Railway Embankment** – To receive an update on the ownership of the track.

**9:15pm – 9:20pm**

16. **Quotes for Tree Work** – To discuss quotes for tree work at Adderbury Court, the Walled Garden Allotments and the Lucy Plackett Playing Field. **(To follow)**

**9:20pm – 9:25pm**

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

- 22 October 2024
- 26 November 2024
- 14 January 2025
- 25 February 2025

**9:25pm**

18. **Items for Future Agendas/Items of Information 9:25pm**

- Burial fees 2025/2026
- Walled Garden Allotment rent 2025/2026