

# ADDERBURY PARISH COUNCIL

TUESDAY 17 JANUARY 2023

**Clerk & Responsible Financial Officer**  
**Theresa Goss**  
**3 Tanners Close**  
**Middleton Cheney**  
**Banbury, OX17 2GD**

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10 January 2023

Dear Councillors,

A meeting of the Parish Council will be held on **Tuesday 17 January 2023 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, David Hingley 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.  
**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 29 November 2022 and any matters arising from those minutes. **(Attached)**  
**7.45pm – 7.50pm**
5. **Chairman's Announcements**  
**7.50pm – 7.55pm**
6. **Open Forum** - Members of the public are invited to raise any items which concern the Parish.  
**(10 minutes maximum/3 minutes per person)**  
**7.55pm – 8.05pm**
7. **Reports from County and District Councillors** - To receive reports from the Adderbury County Councillor and District Councillors. **8.05pm – 8.15pm**

## 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) Cherwell Local Plan 2040 – To note that the consultation process will be starting shortly and Councillors to review the Plan and forward comments to the Clerk and Responsible Financial Officer, for submission to Cherwell District Council.

**8.15pm – 8.25pm**

## 9. Village Matters

- i) FOCAL – To receive a report on the work of FOCAL. **(Report to follow)**
- ii) The Community and Sports Centre Project (Milton Road) - To receive a progress report on the building project and an update on the grant funding/fundraising organised by the Parish Council & Working for Adderbury Community (WFAC) Working Group. **(Report to follow)**
- iii) Day of Dance 2023 – To discuss the Day of Dance for 2023.
- iv) Rural Community Forum – To note the report from Councillor Lucy Wells on the meeting held on 14 December 2022. **(Report to follow)**
- v) The Coronation of HM King Charles III – To discuss arrangements for an event to mark the coronation of HM King Charles III on Saturday 6 May 2023.

**8.25pm – 8.35pm**

## 10. Parish Council Matters

- i) Vacancies – To consider an application for co-option onto the Parish Council. **(Previously circulated)**
- ii) Health and Safety:-
  - To note the play area inspection at The Rise from Councillor Simon Davies;
  - To note the play area inspection at the Lucy Plackett Playing Field from Councillor Simon Davies; and
  - To note the inspection at Adderbury Lakes from Councillor Diane Bratt.
- iii) Parish Council Newsletter – To discuss the contents of the next Newsletter.
- iv) Early Day Motion – To discuss supporting the Early Day Motion in the House of Commons relating to 'Intimidation at Community, Parish and Town Councils' and Victoria Prentis MP be encouraged to sign the petition too. <https://edm.parliament.uk/early-day-motion/60320>

The Government's response to the recommendations within the report from the Committee on Standards in Public Life can be found here. <https://www.gov.uk/government/publications/local-government-ethical-standards-government-response-to-the-committee-on-standards-in-public-life-report>

**8.35pm – 8.45pm**

## 11. Finance

- i) Approval of Accounts for Payment, Income, Uncashed Payments and Bank Reconciliation - To approve the accounts for payment and note the income received since the last meeting, the uncashed payments and the bank reconciliation. **(Reports to follow)**

- ii) Financial Report - To note the financial report. **(Report to follow)**
- iii) Budget Monitoring – To note the budget monitoring from 1 April 2022 – January 2023. **(Report to follow)**
- iv) Internal Audit 2022/2023, Interim Report – To note the interim report from the Internal Auditor. **(Report to follow)**
- v) Information Security Policy – To approve an Information Security Policy for the card readers, linked to the Parish Council bank accounts.
- vi) Section 106 Funds – To discuss Section 106 funds allocated to Adderbury Library.
- vii) Grant Applications, Budget and Precept 2023/2024 – To approve the grant applications, budget and precept for 2023/2024. **(Report to follow)**

**8.45pm – 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. **The Pound** – To discuss the lease relating to The Pound.  
**9.20pm – 9.25pm**

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

- 28 February 2023
- 28 March 2023
- 5 April 2023 (Annual Parish Meeting at the Methodist Hall)
- 25 April 2023

**9.25pm**

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

- Induction for Councillors

**9.25pm**