

ADDERBURY PARISH COUNCIL

TUESDAY 25 MARCH 2025

Clerk & Responsible Financial Officer

Theresa Goss
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18 March 2025

Dear Councillors,

A meeting of the Parish Council will be held on **Tuesday 25 March 2025 at 6.30pm** 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.
6:30pm – 6:35pm
2. **Apologies for absence** - To receive any apologies for absence from the meeting.
6:30pm – 6:35pm
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.
6:30pm – 6:35pm

4. **Minutes** – To consider the minutes of the meeting held on 14 January 2025 and any matters arising from those minutes. **(Attached)**
6:35pm – 6:45pm
5. **Flooding** – Peter Collins from the Environment Agency to attend the meeting to discuss flooding issues in the village
6:45pm – 7:45pm
6. **Chairman's Announcements**
 - Repairs to Bridge on Twyford Road
 - Litter Pick – Thank you to the WI for arranging the litter pick and the residents who helped on the day**7:45pm – 7:55pm**

7. **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
8. **Reports from County and District Councillors** - To receive reports from the Adderbury County Councillor and District Councillors.
8:05pm – 8:15pm
9. **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.
8:15pm – 8:25pm
10. **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) Replacement Dog Waste Bin – To discuss replacing the dog waste bin in St Mary's Church Yard.
 - iv) Annual Parish Meeting – To discuss the Annual Parish Meeting being held on Wednesday 16 April 2025 at 7.30pm at Church House, High Street, Adderbury.
 - v) Day of Dance – To note that the Day of Dance is being held on Saturday 26 April 2025.
8:25pm – 8:35pm
11. **Parish Council Matters**
- i) Applications for Co-option – To discuss an application for co-option onto the Parish Council.
(Previously circulated)
 - ii) 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.
 - iii) Parish Council Newsletter – To discuss the contents of the next Newsletter.
 - iv) Traffic Calming Working Group and Proposed Parking Restrictions – To note the Parish Council's response to the County Council's consultation **(previously circulated)** and that the County Council will be making a decision on 27 March 2025 and to consider a request for Community Speed Watch signs at a cost of circa £150.00.

- v) Councillors Training – To remind Councillors about the importance of attending training courses (in accordance with the Council's policy) and to review the training courses which are advertised in the OALC's monthly newsletter. <https://www.adderburypc.co.uk/documents.php?catid=21>
- vi) Adderbury Cemetery – To discuss a request from the owner of a grave in Adderbury Cemetery, that repairs to a damaged headstone, be undertaken by the Parish Council.

8:35pm – 8:45pm

12. 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 for year ending 31 March 2025 and approve the Reserves Policy. **(Report to follow)**.

8:45pm – 8:55pm

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

8:55pm – 9:00pm

The Lucy Jane Plackett Charity

(No Items)

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.

9:00pm

15. Community and Sports Centre Project (Milton Road) – To discuss the Community and Sports Centre project.

9:00pm – 9:05pm

16. Payroll Services 2025/2026 – To discuss quotes for external companies to run the Parish Council's payroll for 2025/2026.

9:05pm – 9:10pm

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

- 16 April 2025 (Adderbury Annual Parish Meeting at Church House)
- 29 April 2025
- 20 May 2025

9:10pm

18. Items for Future Agendas/Items of Information 9:40pm

- Community Emergency Plan
- Parish Council Email Accounts
- Section 106 funds
- Emptying of proposed new dog waste bin on John Harper Road
- Railway embankment site **9:10pm**