

ADDERBURY PARISH COUNCIL

TUESDAY 26 NOVEMBER 2024

Clerk & Responsible Financial Officer

Theresa Goss
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19 November 2024

Dear Councillors,

A meeting of the Parish Council will be held on **Tuesday 26 November 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 10 September 2024 and any matters arising from those minutes. **(Attached)**
7:35pm – 7:45pm
5. **Grass Cutting Contract 2025/2026** – Representatives from Thomas Fox Landscaping to attend the meeting.
7:45pm – 8:05pm
6. **Chairman's Announcements**
8:05pm – 8:10pm
7. **Open Forum** - Members of the public are invited to raise any items which concern the Parish.
(10 minutes maximum/3 minutes per person)
8:10pm – 8:20pm

8. **Reports from County and District Councillors** - To receive reports from the Adderbury County Councillor and District Councillors.
8:20pm – 8:30pm
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.
 - 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 an access road and the latest response from Cherwell District Council to the Parish Council's queries.
- 8:30pm – 8:45pm**
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;
 - fundraising organised by the Parish Council & Working for Adderbury Community (WFAC) Working Group; and
 - arranging a meeting with Cherwell District Council to discuss the project.
- 8:45pm – 8:55pm**
11. **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) Sexual and General Harassment Policy & Procedure – To approve a policy relating to Sexual and General Harassment
- 8:55pm – 9:05pm**
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. **(Report to follow)**.
- iv) Budget and Precept 2025/2026 – To discuss and agree the Budget and Precept for 2025/2026. **(To follow)**
- v) St Mary's Church Grant Funding – To discuss a request from the Parochial Church Council for funding.

9:05pm – 9:25pm

13. **Correspondence** - Items of correspondence will be circulated to members.
9:25pm – 9:30pm

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, 17 & 18 on the grounds that it could involve the likely disclosure of private and confidential information.
9:30pm
15. **Adderbury Neighbourhood Plan** – To discuss a quote for support from a consultant to progress the Adderbury Neighbourhood Plan. **(To follow)**
9:30pm – 9:35pm
16. **Milton Road Project** – To discuss the Community and Sports Centre on Milton Road.
9:35pm- 9:40pm
17. **Staffing Matters** – To note the NJC pay agreement and approve the increase of the salary for the Clerk & Responsible Financial Officer, which is back dated to 1 April 2024. **(Information previously circulated)**
9:40pm – 9:50pm
18. **Quote for Works at Adderbury Lakes** – To consider a quote for works at Adderbury Lakes. **(To follow)**
9:50pm – 9:55pm
19. **Meeting Dates** – Future meeting dates to be agreed as follows and will commence at 7.30pm at Church House, High Street, Adderbury.
- 14 January 2025
 - 25 February 2025
 - 25 March 2025
 - 16 April 2025 (Adderbury Annual Parish Meeting at Church House)
 - 29 May 2025
- 9:55pm**
20. **Items for Future Agendas/Items of Information**
- Maintenance - Adderbury Lakes
 - Maintenance - Allotments and Cemetery
 - Walled Garden Allotments – To discuss and agree the rent 2025/2026.
 - Adderbury Cemetery – To discuss and agree the Burial Fees for 2025/2026.
- 9:55pm**