

# MILCOMBE PARISH COUNCIL

TUESDAY 2 MARCH 2021

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

(01295) 710965  
[milcombepc@gmail.com](mailto:milcombepc@gmail.com)  
[www.milcombepc.co.uk](http://www.milcombepc.co.uk)

22 February 2020

Dear Councillor,

A meeting of the Parish Council will be held on Zoom on **Tuesday 2 March 2021 at 8.00pm** to transact the business set out in the Agenda below, and you are summoned to attend.

The District Councillors Hugo Brown, Mike Kerford-Byrnes and Bryn Williams and County Councillor Kieron Mallon are also invited to attend.

The Zoom joining details are as follows:

<https://us02web.zoom.us/j/88195360457?pwd=TUhMailuQIE3YnFheDNnTkdvT2dUQT09>

Meeting ID: 881 9536 0457  
Passcode: 543335

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.  
**8.00pm**
2. **Apologies for absence** - To receive any apologies for absence from the meeting.  
**8.00pm**
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.**  
**8.05pm**
4. **Minutes** - To approve the minutes of the meeting held on 5 January 2021. **(Attached)**  
**8.05pm – 8.10pm**
5. **Matters Arising** - To discuss any issues arising from the minutes 5 January 2021.  
**8.10pm – 8.15pm**

6. **Chairman's Announcements**

- Protocol for marking the Death of a Senior Figure

**8.15pm – 8.20pm**

7. **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)**

**8.20pm – 8.30pm**

8. **Reports from County and District Councillors** - To receive reports from the Milcombe County Councillor and District Councillors.

**8.30pm – 8.40pm**

9. **Village Matters**

- i) Village Organisations – To receive reports from the Chairmen of village organisations.
- ii) Play Area – To discuss:
  - the proposals for new play equipment in the village play area; and
  - note the monthly play area inspections.
- iii) Milcombe Annual Parish Meeting (APM) – To note that the APM will be held on Tuesday 11 May 2021 and agree a format/speaker for the meeting.
- iv) Maintenance of the St Lawrence Church Clock – To confirm the three year maintenance contract with Smith of Derby.

**8.40pm – 8.55pm**

10. **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)**
- iii) Local Transport and Connectivity Plan Vision Consultation – To make comments on the consultation. **(Previously circulated)**
- iv) Cherwell Local Plan Review 2040 - Village Services Questionnaire February 2021 – To note the comments submitted to Cherwell District Council.

**8.55pm – 9.10pm**

11. **Parish Council Matters**

- i) Vacancy – To consider any applications for co-option onto the Parish Council.
- ii) Councillor to Monitor Financial Matters – To appoint a Councillor to monitor the Parish Council's financial matters, in conjunction with the Clerk and Responsible Financial Officer.
- iii) Training Policy – To approve a Parish Council training policy. **(Policy to follow)**

**9.10pm – 9.20pm**

12. **Finance**

- i) Accounts for Payment and Bank Reconciliation – To approve the accounts for payment and note the bank reconciliation. **(To follow)**
- ii) Internal Auditor's Interim Report 2020/2021 – To note the interim report and recommendations from the Internal Auditor. **(Report to follow)**

**9.20pm – 9.30pm**

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

**9.30pm**

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 item numbered 15 on the grounds that it could involve the likely disclosure of private and confidential information.

**9.30pm**

15. **Clerk & Responsible Financial Officer** – To complete a salary review for 2021/2022.

**9.30pm – 9.35pm**

16. **Meeting Dates** - Future meeting dates for Milcombe Parish Council are stated below. They will commence at 8.00pm on Zoom unless otherwise stated:

- Tuesday 4 May 2021
- Tuesday 11 May 2021 (Annual Parish Meeting)

**9.35pm**

17. **Items for the Next Agenda**

**9.35pm**