

MILCOMBE PARISH COUNCIL

TUESDAY 5 JULY 2022

Clerk & Responsible Financial Officer
Theresa Goss
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Middleton Cheney
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27 June 2022

Dear Councillor,

A meeting of the Parish Council will be held on **Tuesday 5 July 2022 at 7.30pm** at the Village Hall, Main Road, Milcombe to transact the business set out in the Agenda below and you are summoned to attend.

District Councillors Hugo Brown, Mike Kerford-Byrnes and Bryn Williams and County Councillor Kieron Mallon 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** – To welcome the Councillors and the public to the meeting.
7:30pm
2. **Apologies for absence** - To receive any apologies for absence from the meeting.
7:30pm
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
4. **Land East of Heath Close, Milcombe** – Tim Northey, Associate Planning Director at Abbeymill Homes, to attend the meeting to provide details on the proposed planning application on land east of Heath Close, Milcombe.
7:30pm – 7:50pm
5. **Minutes** - To approve the minutes of the meeting held on 3 May 2022 (**Attached**)
7:50pm – 7:55pm
6. **Matters Arising** - To discuss any issues arising from the minutes 3 May 2022.
7:55pm – 8:00pm
7. **Chairman's Announcements**
 - Neighbourhood Development Plan (NDP) – A session was held on 15 June 2022 with Community First Oxfordshire with regard to developing an NDP for Milcombe.

- Gigaclear Community Hub – An application can be made to Gigaclear once the connection in Milcombe is live.

8:00pm – 8:05pm

8. **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)**

8:05pm – 8:15pm

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

8:15pm – 8:25pm

10. **Village Matters**

- i) Village Organisations – To receive reports from the Chairmen of village organisations.
- ii) Play Area – To discuss any matters relating to the play area.
- iii) HGV's in Milcombe – To receive an update on the application for an HGV weight limit.
- iv) Proposed 20mph Speed Restrictions for Adderbury – To discuss the results of the proposed 20mph speed restrictions survey, the results of the County Council's traffic speed and volume survey and approve the submission of the results to the County Council. **(Report to follow)**
- v) Village Gateway – To consider a quote from Glasdon for a new village gateway on Bloxham Road. **(Information previously circulated)**
- vi) New Road Bus Shelter – To consider a quote from Externiture for a bench in New Road bus shelter. **(Information previously circulated)**
- vii) Defibrillator – To note that the defibrillator has been installed at the Village Hall. Thanks to Councillor Nigel Davis for completing the installation.

8:25pm – 8:50pm

11. **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)**

8:50pm – 9:00pm

12. **Parish Council Matters**

- i) Vacancies – To consider any applications for co-option onto the Parish Council.
- ii) Parish Council Documents – To review the following Parish Council documents, which are available to view on the Parish Council web site

<https://www.milcombepec.co.uk/documents.php?catid=4>

- Asset Register
- Risk Management Log and Risk Schedule
- Financial Regulations
- Standing Orders
- Complaints Policy
- Vexatious Complaints Procedure
- Freedom of Information Policy

- Dispute Resolution Process
- Dignity at Work Policy
- Grievance Procedure
- Data Breach Policy
- Data Protection Policy
- Records Retention Policy
- Subject Access Request Procedure
- Press and Media Policy
- Safeguarding Policy
- Training Policy

iii) Code of Conduct – To adopt a new Code of Conduct. **(To follow)**
9:00pm – 9:10pm

13. **Finance**

- i) Accounts for Payment, Income, Bank Reconciliation and Uncashed Payments – To approve the accounts for payment and note the income, bank reconciliation and uncashed payments. **(To follow)**
- ii) Section 106/Community Benefits List – To discuss a Section 106/Community Benefits List. **(Information previously circulated)**
- iii) Budget Monitoring – To note the budget monitoring report from April to July 2022. **(Report to follow)**

9:10pm – 9:20pm

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

9:20pm – 9:25pm

15. **Meeting Dates** - Future meeting dates for Milcombe Parish Council are stated below. They will commence at 8.00pm at the Village Hall, Milcombe:

- Tuesday 6 September 2022
- Tuesday 1 November 2022

9:25pm

16. **Items for the Next Agenda**

9:25pm