

# MILCOMBE PARISH COUNCIL

TUESDAY 9 JANUARY 2024

**Clerk & Responsible Financial Officer**  
**Theresa Goss**  
**3 Tanners Close**  
**Middleton Cheney**  
**Banbury, OX17 2GD3**

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

3 January 2024

Dear Councillor,

A meeting of the Parish Council will be held on **Tuesday 9 January 2024 at 8.00pm** 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 Andrew McHugh, Eddie Reeves 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.  
**8:00pm – 8:05pm**
2. **Apologies for absence** - To receive any apologies for absence from the meeting.  
**8:00pm – 8:05pm**
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 – 8:10pm**
4. **Minutes** - To approve the minutes of the meeting held on 7 November 2023. **(Attached)**  
**8:10pm – 8:15pm**
5. **Matters Arising** - To discuss any issues arising from the minutes 7 November 2023.  
**8:15pm – 8:20pm**
6. **Chairman's Announcements**
  - Oxfordshire County Council's Town and Parish Councils Charter – A reminder to Councillors to submit their comments.  
**8:20pm – 8:25pm**
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) 8:25pm – 8:35pm**

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

**8:35pm – 8:45pm**

9. **Village Matters**

- i) Village Hall – To receive an update from Parish Councillor Nigel Davis, the Parish Council's representative on the Village Hall Committee.
- ii) Play Area – To discuss any matters relating to the play area.
- iii) Asset of Community Value – To receive an update on the application to Cherwell District Council to register the Horse and Groom PH as an Asset of Community Value.
- iv) Highways Issues – To discuss highway issues in the village and report on a meeting held with Dave Catling from Oxfordshire County Council regarding the weight limit on New Road.

**8:45pm – 9:00pm**

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) Neighbourhood Plan – To receive an update from Parish Councillors Nigel Davis and Chris Hill on a Neighbourhood Plan for Milcombe.

**9:00pm – 9:20pm**

11. **Parish Council Matters**

- i) Vacancies – To consider any applications for co-option onto the Parish Council.
- ii) Parish Council Policies: To approve the following policies: **(To follow)**
  - Reserves Policy
  - Publication Scheme

**9:20pm – 9:25pm**

12. **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) Budget Monitoring – To note the budget monitoring report for 2023-2024. **(To follow)**
- iii) Internal Audit 2023/2024 – To note the interim Internal Auditor's report for 2023/2024. **(To follow)**

**9:25pm – 9:35pm**

13. **Correspondence** - Items of correspondence will be circulated to members.  
**9:35pm – 9:40pm**
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 on the grounds that it could involve the likely disclosure of private and confidential information.  
**9:40pm**
15. **CCTV for the Play Area** – To consider quotes for the installation of CCTV at the play area, to address the issues of vandalism.  
**9:40pm – 9:50pm**
16. **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 2023.  
**9.50pm – 10.00pm**
17. **Grass Cutting Contracts for 2024/2025** – To discuss quotes for the grass cutting contracts for the village areas and the Church Yard.  
**10.00pm – 10.05pm**
18. **Meeting Dates** - Future meeting dates for Milcombe Parish Council are stated below. They will commence at 8.00pm at the Village Hall, Milcombe:
  - Tuesday 5 March 2024
  - Tuesday 23 April 2024 (Annual Parish Meeting)
  - Tuesday 7 May 2024
  - Tuesday 2 July 2024
  - Tuesday 3 September 2024
  - Tuesday 5 November 2024**10:05pm**
19. **Items for the Next Agenda**  
**10:05pm**