

# MILCOMBE PARISH COUNCIL

TUESDAY 14 MAY 2019

**Clerk & Responsible Financial Officer**  
Theresa Goss  
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7 May 2019

Dear Councillor,

The Annual Meeting of the Parish Council will be held on **Tuesday 14 May 2019 at 8.00pm** at the Village Hall, Milcombe to transact the business set out in the Agenda below, and you are summoned to attend.

The District Councillors have been invited to attend and Councillor Kieron Mallon has been invited as County Councillor.

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. **Appointment of Chairman for 2019/2020** – To appoint a Chairman for 2019/2020. **8.00pm**
4. **Appointment of Vice-Chairman for 2019/2020** - To appoint a Vice-Chairman for 2019/2020. **8.00pm**
5. **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.**  
**8.00pm**

6. **Minutes** - To approve the minutes of the meeting held on 5 March 2019. **(Attached)**  
**8.00pm – 8.05pm**
7. **Matters Arising** - To discuss any issues arising from the minutes of 5 March 2019.  
**8.05pm – 8.10pm**
8. **Chairman's Announcements**
  - Dovecote Wall – Update on the work to the wall.
  - Portland Road – Update on the street lighting in Portland Road**8.10pm – 8.15pm**

9. **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)**  
**8.15pm – 8.25pm**

10. **Reports from County and District Councillors** - To receive reports from the Milcombe County Councillor and District Councillors.  
**8.25pm – 8.35pm**

11. **Village Matters**

- i) Village Organisations – To receive reports from the Chairmen of village organisations.
- ii) Play Area – To:
  - a) receive a report from Councillor Peter Booth on the village play area; and
  - b) receive a progress report on the proposals for new play equipment in the village play area.
- iii) VAS Data – To consider the traffic data from the VAS by the Horse and Groom.
- iv) Village Defibrillator – To discuss potential sites for a village defibrillator.
- v) Community Emergency Plan – To discuss producing a Community Emergency Plan
- vi) Annual Parish Meeting – To follow up on any matters highlighted at the Annual Parish Meeting, held on 7 May 2019.

**8.35pm – 8.50pm**

12. **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) Planning Application 19/00617/F – To consider an application for Part 2-storey, part 1-storey Special Education Needs (SEN) school with new access from Bloxham Grove Road, associated outdoor play areas, multi-use games area, staff parking, pupil drop-off and landscaping on land to the east of The Warriner School, Bloxham Grove Road, Bloxham **(Information previously circulated)**
- iv) Proposed SEND Academy, Options Appraisal - To discuss comments on the Site Options Appraisal for the proposed SEND Academy in Bloxham Grove Road, Bloxham. **(Previously circulated)**
- v) 19/00045/F – To note the progress with regard to the planning application for the removal of Conditions 8 (pedestrian footpath details) and 11 (open space / play spaces) of 15/02068/OUT - for Condition 8 it has been established that there is a third party land between the edge of the application site and the PROW to the north. For Condition 11 it is now proposed that a commuted sum and capital costs payment for providing a LAP off site is made.

**8.50pm – 9.10pm**

13. **Parish Council Matters**

- i) Councillors Training Courses – The following training courses are available to Councillors:

Date	Subject	Half/full day	location
Wednesday June 19 <sup>th</sup>	10. Roles and Responsibilities for new	full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN

	councillors and clerks		
Saturday 6 <sup>th</sup> July	11. Roles and Responsibilities for new councillors and clerks	full day note 9.30am start	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday July 17 <sup>th</sup>	12. Chairmanship skills	Full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday September 18 <sup>th</sup>	13. Roles and Responsibilities for new councillors and clerks	Full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday October 2 <sup>nd</sup>	14. Budgeting and financial management for councillors  15. VAT for clerks (and councillors!)	Half/ morning  Half/ afternoon	Begbroke Science Park, Woodstock Room, Begbroke OX5 1PF

- ii) Protocol for the Death of a Senior Royal – To discuss adopting a protocol for the death of a Senior Royal. **(To follow)**
- iii) Oxfordshire County Council's Peer Review meeting held on 21 March 2019 – To note the report from the Peer Review meeting.

**9.10pm – 9.20pm**

**14. Finance**

- i) Accounts for Payment – To approve the accounts for payment. **(To follow)**
- ii) Accounts 2018/2019
  - i) Annual Governance and Accountability Return for the year ended 31 March 2019 **(To follow)**
    - a) To approve the Annual Governance Statement 2018/2019 - Section 1
    - b) To approve the Accounting Statements for 2018/2019 - Section 2
  - ii) To receive the Receipts & Payments Account as at 31 March 2019. **(To follow)**

**9.20pm – 9.30pm**

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

**9.30pm**

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

- 2 July 2019
- 3 September 2019
- 4 November 2019

**9.30pm**

**17. Items for the Next Agenda**

**9.30pm**