

## CAVERSFIELD PARISH COUNCIL

**To Members of the Council:** you are required to attend a Meeting of Caversfield Parish Council on Wednesday 16 January 2013, at the MOD Police House, 14 Davis Gardens, Caversfield, OX27 8FJ at 7.00pm

**Please note the venue and time**

**Members of the Public:** you are invited to attend

### AGENDA

1. **Apologies for absence** – to receive apologies
2. **Declarations of interest** – to receive any declarations of interest from Councillors relating to items on the Agenda, in accordance with the Council's code of conduct.
3. **Public participation** – to receive questions from members of the public relating to items on the Agenda, in accordance with the Council's code of conduct and standing orders.
4. **To receive the Minutes** of the Parish Council Meeting held on 21 November 2012.
5. **Matters arising** from the Minutes – the Clerk / Chairperson will report on progress of outstanding items
6. **Reports from District, County Councillors and Police**
7. **Finance**
  - a. To receive the financial report
  - b. To consider invoices for payment
  - c. To complete the application forms for the new banking arrangements
  - d. To discuss the 2013/14 Budget
  - e. To discuss and agree the Precept for 2013/14
8. **Planning Applications** – to note recent Applications and Notices of Decision
9. **New Councillor**

To discuss the co-option of two new Councillors
10. **Standing Orders and Financial Regulations** – to discuss and adopt the finalised Standing Orders and Financial Regulations for the Council
11. **To Register with the Information Commissioner**
12. **To discuss the Freedom of Information Policy**
13. **Complaints Procedure** – to discuss and agree a Parish Complaints Procedure
14. **To form a Staffing Committee** – and agree terms of reference
15. **Parish Matters not otherwise mentioned in Matters Arising:**
  - a. Welcome Leaflet for new villagers
16. **Reports from Meetings**

Parish Liaison Meeting – 28 November
17. **Correspondence** - to discuss and consider correspondence received
18. **Any Other Business** – for information or next Agenda only
19. **Date of next meeting:** to confirm the date of the next meeting as Wednesday 20 March 2012 at 7pm (third Wednesday of alternate month)

Jane Olds, Clerk to the Council

13 Oak Close, Bicester, OX26 3XD 01869 247171

caversfield.parishclerk@gmail.com