

CAVERSFIELD PARISH COUNCIL

To Members of the Council: you are summoned to attend the Annual Meeting of Caversfield Parish Council on Wednesday 20 May 2015, at 14 Davis Gardens, Caversfield at 7.00pm

Members of the Public: you are invited to attend

AGENDA

1. **To elect the Chairman for the year 2015/16**
2. **Apologies for absence** – to receive apologies
3. **To elect the Vice Chairman for the year 2015/16**
4. **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.
5. **To appoint the Responsible Financial Officer for the year 2015/16**
6. **To appoint the Parish Internal Auditor for the year 2015/16**
7. **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.
8. **To receive and approve the Minutes** of the Parish Council Meeting held on 18 March 2015
9. **Update on progress from the Minutes** – the Clerk / Chairperson will report on progress of outstanding items which do not require further decision
10. **Reports from District, County Councillors and Police** – for information only
11. **Finance**
 - a. To receive and approve the financial report for the year end and Statement of Accounts
 - b. To receive the monthly financial report
 - c. To update the Asset Register
 - d. To consider the Parish Risk Assessment
 - e. To complete the External Audit Annual Accounting Statements for 2014/15
 - f. To complete the External Audit Annual Governance Statement for 2014/15
 - g. To consider invoices for payment itemised on the payment schedule
12. **Planning Applications**
 - a. To consider all recent Applications received from Cherwell District Council detailed below and any other Planning Applications submitted between the circulation of this Agenda and the meeting
 - b. To note Notices of Decision
13. **Standing Orders** – to adopt the new Standing Orders previously circulated
14. **Bicester Garden City and Local Villages** – to consider whether to join other local villages in a support group / workshop

- 15. Cherwell Local Plan 2011-2031 (part 2): development management policies and sites, regulation 18 (1), notification and consultation on scope of local plan** – to consider the Parish response
- 16. Parish Remuneration** – to consider a report of CDC's Parish Remuneration Committee
- 17. Parish Matters:**
- a. Fencing at the corner of Fringford Road and Southwold Lane** – to receive a progress report
 - b. Bicester Heritage** – to receive a progress report on the noise monitoring and the road entrance
 - c. Naming of road between B4011 and Fringford Road** – to consider and approve the name of the road as either 'Aunt Ems Lane', Aunt Em Lane or Vicarage Lane
 - d. New Bench** – to agree which bench to purchase and install to replace one on the Fringford Road
 - e. Bus shelter** – to consider the repair to the glass in the bus shelter
 - f. Bus shelter Poster** – to consider and agree the poster designed by Zeta for the bus shelter
- 18. Reports from Meetings** – to receive reports from any meetings attended
- 19. Correspondence** - to discuss and consider correspondence received
- 20. Items for information or next Agenda only** – all items for the next agenda to be submitted to the Clerk by Monday 6 July 2015
- 21. Date of next meeting:** to confirm the date of the next meeting as Wednesday 15 July 2015 (third Wednesday of alternate month).



Jane Olds, Clerk to the Council
13 Oak Close, Bicester, OX26 3XD 01869 247171

caversfield.parishclerk@gmail.com