

CAVERSFIELD PARISH COUNCIL

To Members of the Council: you are summoned to attend a Meeting of Caversfield Parish Council on Wednesday 18 May 2016, in the Chinnery Room at **FRINGFORD VILLAGE HALL** at 7.00pm

Members of the Public: you are invited to attend

AGENDA

1. **To elect the Chairman for the year 2016/17**
2. **Apologies for absence** – to receive apologies
3. **To elect the Vice Chairman for the year 2016/17**
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 2016/17**
6. **To Appoint the Parish Internal Auditor for the year 2016/17**
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 16 March 2016
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 the financial report for the year end– for information
 - b. To receive the monthly financial report – for information
 - c. To consider and approve the Statement of Accounts for the year ending 31 March 2016
 - d. To update the Asset Register
 - e. To complete the External Audit Annual Governance Statement for 2015/16
 - f. To complete the External Audit Accounting Statements for 2015/16
 - g. To receive the report from the Internal Auditor
 - h. To consider invoices for payment itemised on the payment schedule
12. **To review and agree the Risk Assessment for 2016/17**
13. **To review and agree the Freedom of Information Act Policy and Publication Scheme**
14. **To review the revised Communication Policy**
15. **To consider applying for a Transparency Grant from NALC for the creation of a new Parish Council Website**
16. **OALC Courses** – to consider the courses available including the Chairmanship course on 13 July
17. **CDC Parish Liaison Meeting** – to agree which Councillor will attend the meeting on Wednesday 8 June at 7pm

18. 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

19. Parish Matters:

- a. **Bus Service and subsidy** – to consider the future of the bus service and how to support it going forwards

20. Reports from Meetings – to receive reports from any meetings attended

21. Correspondence - to note correspondence received not otherwise on the agenda where decisions are not required

22. Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Thursday 7 July 2016

23. Date of next meeting: to confirm the date of the next meeting as Wednesday 20 July 2016 (third Wednesday of alternate month).

J. Olds

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