

CAVERSFIELD PARISH COUNCIL

To Members of the Council: you are summoned to attend a Meeting of Caversfield Parish Council on Wednesday 19 July 2017, in the Chinnery Room at **FRINGFORD VILLAGE HALL** at 7.30pm

Members of the Public: you are invited to attend

AGENDA

1. **Apologies for absence** – to receive apologies
2. **Requests for Dispensations, Declarations of interest, gifts and hospitality** – to receive any requests for Dispensations, 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 and approve the Minutes** of the Parish Council Meeting held on 17 May 2017
5. **Update on progress from the Minutes** – the Clerk / Chairperson will report on progress of outstanding items which do not require further decision
6. **Reports from District, County Councillors and Police** – for information only
7. **Reports from the Village Management Companies** – for information only
8. **Insurance** – to consider and agree the Insurance policy renewal
9. **Finance**
 - a. To receive the monthly financial report – for information
 - b. To consider a review of the effectiveness of the Internal Auditor
 - c. To consider invoices for payment itemised on the payment schedule
10. **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
 - i. **17/01090/OUT**, Albion Land Two Limited, OS Parcel 4200 Adjoining And North East Of A4095 And Adjoining And South West Of Howes Lane Bicester for 'Development of B1, B2 and B8 (Use Classes) employment buildings, including landscaping; parking and service areas; balancing ponds and swales; and associated utilities and infrastructure. Construction of a new access off Middleton Stoney Road (B4030); temporary access off Howes Lane; internal roads, footways and cycleways.'
 - ii. **17/01178/LB**, Ms Natalie Maule, at 19 The Officers Mess, Orchard Lane, OX27 8AH for 'Removal of internal wall between dining room and kitchen'
 - iii. **17/01372/F**, Mrs E Chown at 45 Elderfield Road, OX27 8UE for 'Two storey gable and extension'
 - iv. **17/01195/F**, 24 Manzel Road, OX27 8US for 'Single storey rear and side extension;

- b. To note Notices of Decision
- 11. Partial Review of the Cherwell Local Plan (Oxford's Unmet Housing Need)** – to consider a response to the consultation starting on 17 July
- 12. Data Protection Policy** – to consider and agree to adopt a Data Protection Policy
- 13. Equality and Diversity Policy** – to consider and agree to adopt an Equality and Diversity Policy
- 14. Staffing Committee** – to consider the formation of a Staffing Committee and to review the draft terms of reference
- 15. Co-option of Councillor** – to consider nominations for the vacant Councillor seat
- 16. Parish Matters:**
- a. Defibrillator – to consider applying for funding for a defibrillator and cabinet
 - b. To note a letter of support for St Laurence's Church to assist in their application for funding
- 17. Clerk CiLCA Course** – to receive an update
- 18. Reports from Meetings** – to receive reports from any meetings attended
- a. **CDC Parish Liaison meeting**
- 19. Correspondence** - to note correspondence received not otherwise on the agenda where decisions are not required
- 20. Items for information or next Agenda only** – all items for the next agenda to be submitted to the Clerk by Wednesday 6 September 2017
- 21. Date of next meeting:** to confirm the date of the next meeting as Wednesday 20 September 2017 (third Wednesday of alternate month).

J. Olds

Dated: 13 July 2017

Jane Olds, Clerk to the Council 13 Oak Close, Bicester, OX26 3XD	caversfield.parishclerk@gmail.com 01869 247171 www.caversfieldpc.org.uk
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