

CAVERSFIELD PARISH COUNCIL

To Members of the Council: you are summoned to attend a Meeting of Caversfield Parish Council on Wednesday 20 September 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. **Reports from District, County Councillors and Police** – for information only
5. **Reports from the Village Management Companies** – for information only
6. **To receive and approve the Minutes** of the Parish Council Meeting held on 19 July 2017
7. **Update on progress from the Minutes** – the Clerk / Chairman will report on progress of outstanding items which do not require further decision
8. **Finance**
 - a. To receive the monthly financial report – for information
 - b. To note the External Auditor's Conclusion of Audit Report
 - c. To consider invoices for payment itemised on the payment schedule
9. **Co-option of Councillors** – to consider nominations for the two vacant Councillor seats
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. 17/01812/F, Mr Wilson Abraham at 25 Fairhaven Road, OX27 8TU for 'Single storey rear extension and new front porch with downstairs cloakroom'
 - ii. 17/01838/F, Mr & Mrs Joshua and Bobby Jacob, at 2 Skimmingdish Lane, OX27 8UF for 'Single storey side extension'
 - b. To note Notices of Decision
11. **Partial Review of the Cherwell Local Plan (Oxford's Unmet Housing Need)** – to consider a fuller response to the consultation following the time extension (closing on 10 October)
12. **Staffing Documents** – to consider a draft Staff Recruitment Policy and a draft Appraisal Policy
13. **Training and Development Policy** – to consider a draft training and development policy which covers both staff and Councillors

14. Website Policy

- a. To consider a draft website management policy
- b. To appoint two Councillors to review the website

15. Parish Matters:

- a. Defibrillator – to receive a progress report
- b. Crossing the A4421 – to receive a progress report

16. Clerk CiLCA Course – to receive an update

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

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

19. Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Wednesday 1 November 2017

20. Date of next meeting: to confirm the date of the next meeting as Wednesday 15 November 2017 (third Wednesday of alternate month).

J. Olds

Dated: 14 September 2017

Jane Olds, Clerk to the Council
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