

CAVERSFIELD PARISH COUNCIL

To Members of the Council: you are summoned to attend a Meeting of Caversfield Parish Council on Wednesday 17 January 2018, 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. **Report from the British American Committee** – for information only
7. **To receive and approve the Minutes** of the Parish Council Meeting held on 15 November 2017
8. **Update on progress from the Minutes** – the Clerk / Chairman will report on progress of outstanding items which do not require further decision
9. **Finance**
 - a. To receive the bi-monthly financial report – for information
 - b. To consider the draft budget for 2018/19
 - c. To consider and agree the setting of the Precept level for 2018/19 following the confirmation of the Tax Base and CTRS Figures from CDC
 - d. To consider paying the ICO annual renewal fee by Direct Debit
 - e. To consider invoices for payment itemised on the payment schedule
10. **Governance**
 - a. **ICO renewal** – to review the register entry held by the Information Commissioner
11. **Co-option of Councillor** – to consider nominations for the vacant Councillor seat
12. **Planning**
 - a. **Planning Applications** – 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. 17/02408/F, E Sadler & J Parker Jones at 53 Fairhaven Road, OX27 8TY for Single Storey front extension
 - b. **Notices of Decision** – to note
 - c. **London Oxford Airport Consultation and Brize Norton Airspace Consultation** – to consider the consultations

- d. **Oxfordshire Minerals and Waste Local Plan: Part 2 Site Allocations: Informal Consultation and Renewed Call for Site Nominations** – to consider responding to the consultation (closing date 16 February)
13. **Meeting Dates and Venue for 2018 / 19** – to consider and agree the meeting dates for the forthcoming year
14. **Parish Matters:**
- a. **Crossing the A4421** – to receive a progress report
 - b. **Grass Cutting and Weed Spraying** – to consider quotations from contractors for cutting the verges on Skimmingdish Lane and weed spraying Fringford Road
 - c. **Bicester Villages Parishes Group** – to consider Councillor representation at the village forum
 - d. **Snow Plan** – to consider forming a snow plan for the village
 - e. **Fast food litter** – to consider requesting that the detritus from McDonalds and other firms at Baynards Green is cleared up from the A4421 and B4011 road verges
 - f. **Bus shelter cleaning** – to consider quotations for the cleaning of the bus shelter
15. **Training**
- a. **OALC GDPR Course** – to consider attendance at either the 14 February or 7 March course
16. **Clerk CiLCA Course** – to receive an update
17. **Staff Matters**
- a. To agree to the Clerk receiving two additional salary spine points, an annual increment and one for the completion of her CiLCA qualification
18. **Reports from Meetings** – to receive reports from any meetings attended
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 7 March 2018
21. **Date of next meeting:** to confirm the date of the next meeting as Wednesday 21 March 2018 (third Wednesday of alternate month).

J. Olds

Dated: 10 January 2018

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