

CAVERSFIELD PARISH COUNCIL

To Members of the Council: you are summoned to attend a Meeting of Caversfield Parish Council on Wednesday 17 July 2019, at Gagle Brook School, Elmsbrook 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 and County Councillors** – for information only
5. **RAF Croughton** – to receive an update
6. **Reports from the Village Management Companies** – for information only
7. **To receive and approve the Minutes of the Parish Council Meeting held on 15 May 2019**
8. **Update on progress from the previous Minutes** – the Clerk / Chairman will report on progress of outstanding items which do not require further decision
9. **Governance**
 - a. **Councillor Co-options** – to consider any applications received
 - b. **Councillor Vacancy Procedure** – to review and consider re-adoption of the procedure
 - c. **Complaints Procedure** – to review and consider re-adoption of the procedure
 - d. **Equality and Diversity Policy** – to consider re-adoption of the procedure
 - e. **Protocol on pre-application meetings for major developments** – to review and consider re-adoption of the procedure
 - f. **Internal Audit** – to consider the Terms of Reference for appointment of the Internal Auditor
 - g. **Insurance** – to consider and agree the Insurance policy renewal
10. **Finance**
 - a. **Financial Report** – to receive the report
 - b. **Invoices** - to consider invoices for payment itemised on the payment schedule
11. **Training**
 - a. **OALC Training** – to consider attendance of any of the 2019 courses
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
None have been received
 - b. **Notices of Decision** – to note
13. **Parish Matters:**
 - a. **Crossing the A4421** – to receive a progress report
 - b. **Old School Close Village Green Registration** – to receive a progress report

- c. **Litter bins** – to consider the purchase of litter bins for the corner of Springfield Road and the A4421 bus stop
 - d. **Notice board** – to consider the purchase of a replacement noticeboard for the corner of Springfield Road
 - e. **Localities Fund Application** – to consider applying to Cllr Stratford for funding to assist with the purchase of litter bins and the noticeboard
14. **Reports from Meetings** – to receive reports from any meetings attended
- a. **CDC Parish Liaison Meeting** – 12 June
 - b. **Bicester Police Rural Liaison Meeting** – 19 June
15. **Attendance at Meetings**
16. **Correspondence** – to note correspondence received not otherwise on the agenda where decisions are not required
17. **Items for information or next Agenda only** – all items for the next agenda to be submitted to the Clerk by Wednesday 4 September 2019
18. **Date of next meeting:** to confirm the date of the next meeting as Wednesday 18 September 2019 (third Wednesday of alternate month) at 7.30pm.

Dated: 10 July 2019

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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