

CAVERSFIELD PARISH COUNCIL

To Members of the Council: you are summoned to attend a Meeting of Caversfield Parish Council on Wednesday 18 September 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. **Reports from the Village Management Companies** – for information only
6. **To receive and approve the Minutes of the Parish Council Meeting held on 17 July 2019 and the Minutes of the Planning Meeting held on 28 August 2019**
7. **Update on progress from the previous Minutes** – the Clerk / Chairman will report on progress of outstanding items which do not require further decision
8. **Governance**
 - a. **Councillor Co-options** – to consider any applications received
 - b. **Meeting Attendance Policy** – to consider adoption of the policy
 - c. **Dispensations Procedure and Form** – to consider adoption of the procedure and form
 - d. **Financial Regulations** – to consider the revised document
 - e. **CPRE Membership** – to consider whether to join as a Parish Council
9. **Finance**
 - a. **Financial Report** – to receive the report
 - b. **Internal Audit** – to consider the Internal Auditor's terms of engagement
 - c. **AGAR Signature Redaction** – to consider redaction of the signatures on the web version of the Annual Governance and Accountability Return to protect the signatories from 'specific and identifiable threats' of identity theft and GDPR concerns
 - d. **Invoices** - to consider invoices for payment itemised on the payment schedule
10. **Training**
 - a. **OALC Training** – to consider attendance of any of the 2019 courses
11. **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. **19/01503/F** at 13 Manzel Road, OX27 8US for Ground floor extension to provide level access toilet and bathing facilities.
 - b. **Notices of Decision** – to note

- 12. Review of Cherwell Polling Districts and Polling Places** – to consider a response to the review
- 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 further the purchase of litter bins for the corner of Springfield Road and the A4421 bus stop
 - d. **Notice board** – to consider further the purchase of a replacement noticeboard for the corner of Springfield Road
 - e. **Village Facilities** – to consider how to encourage more indoor facilities for wider village use
- 14. Reports from Meetings** – to receive reports from any meetings attended
- 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 6 November 2019
- 18. Date of next meeting:** to confirm the date of the next meeting as Wednesday 20 November 2019 (third Wednesday of alternate month) at 7.30pm.

Dated: 11 September 2019

A meeting of the Staffing Committee will follow this meeting

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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