

CAVERSFIELD PARISH COUNCIL

To Members of the Council: you are summoned to attend a Meeting of Caversfield Parish Council on Wednesday 18 March 2020, 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. **To welcome RAF Croughton Liaison Officer** – to provide an update on MoD issues concerning the village
5. **Reports from District and County Councillors** – for information only
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 January**
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-option** – to consider any applications received
 - b. **Review and Adoption of Policies**
 - i. Document Retention and Disposal Policy
 - ii. Privacy Notice
 - iii. Website Accessibility Statement (draft)

Additionally

- c. **Temporary delegation scheme in response to Covid-19** – to consider a recommended interim measure
10. **Finance**
 - a. **Financial Report** – to receive the report
 - b. **Grant Awards** – to consider any requests received
 - c. **Staff Salary** – to agree continuing the payment of the staff salary by Standing Order
 - d. **Invoices for Payment** – to consider invoices for payment itemised on the payment schedule
11. **Training** – to consider attendance at any of the OALC 2020 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

- i. **20/00214/F** at Dymocks Farm, Buckingham Road, OX27 8RG for Extension to existing barn to form store; replace existing barn roof structure
- ii. **20/00475/F** at Bicester Heritage, Buckingham Road, Bicester for Variation of conditions 1 (approved plans) & 3 (use of buildings) of 19/02275/F - to allow the B1(a) (Business) use at the New Technical Site
- iii. **20/00575/F** at Bicester Motion, Land West Of Building 138 And 139 Bicester Heritage Adjacent to Skimmingdish Lane Launton for An area of permeable surfacing and associated landscaping for the provision of car parking associated with the employment uses on the New Technical Site within the Bicester Heritage development parcel
- b. **Appeal** – to consider whether a further response to the Planning Inspector is necessary for application reference 19/02075/F at The Old Vicarage, Fringford Road, OX27 8TH for “Erection of 4 No dwelling houses with associated garages, access and landscaping”
- c. **Notices of Decision** – to note any notice of decision received

13. Parish Matters:

- a. **Village Spring Clean** – to arrange the date for the Spring Clean
- b. **Springfield Road Litter Bin and Noticeboard** – to receive a progress report

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 May 2020

18. Date of next meeting: to confirm the date of the next meeting (the Annual Parish Council Meeting) as Wednesday 20 May 2020 (third Wednesday of alternate month) which will follow the Annual Parish Meeting.

Dated: 11 March 2020

Jane Olds, Clerk to the Council

clerk@caversfieldpc.org.uk

13 Oak Close, Bicester, OX26 3XD

01869 247171 www.caversfieldpc.org.uk