

Spelsbury Parish Council

Dean Ditchley Spelsbury Taston

Council members are hereby summoned to attend the Parish Council Meeting on Tuesday 07 July 2020 at 7.30 pm, via the Zoom link below
Please inform the Clerk if you are unable to attend.

A Ogilvie

Anne Ogilvie - Spelsbury Parish Clerk

02 July 2020

Zoom access

www.zoom.us

Meeting ID: 976 9854 9025

Password: 046278

Agenda

1. Welcome by Chairman
2. To agree deactivation of Clerk's delegated powers approved on 20 March 2020 as per the High Consequence Disease Policy, and reversion to the delegated powers specified in Standing Orders
3. Virtual Meeting Procedure – to approve the adoption of the Virtual Meeting Procedure – appendix A
4. To receive apologies for absence
5. To approve and sign minutes of meetings on 03 March 2020 and 20 March 2020
6. To receive declarations of interest from Members
7. Public participation
8. Reports from County and District Councillors
9. To receive and comment on Clerk's report – appendix B
10. Planning
 - a. 20/01381/LBC – Internal alterations to refurbish existing rooms to the central section of the second floor (main house)
 - 19/01249/LBC – Refurbishment of existing rooms on the second floor of the main house The Mansion, Ditchley Park, Enstone – comment by 20 July 2020
 - b. Any planning applications received before date of meeting
 - c. Update of previous planning applications

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11. Business items
 - a. To fix the dates and times of Ordinary Meetings of the Council for the ensuing year. To note that the date for the next Annual Council Meeting will be fixed after the 2021 Election date has been confirmed
 - b. To note the internal auditor report for the year ending 31 March 2020 and agree actions required – appendix C
 - c. To agree and sign the Annual Governance Statement for the year ending 31 March 2020 – appendix D
 - d. To approve and sign the Accounting Statements for the year ending 31 March 2020 – appendix E
 - e. To set the date for the commencement of the Exercise of Public Rights
 - f. To note revised risk assessment will be required with reference to COVID-19 and new legislation
 - g. To note that the insurance has been renewed for year beginning 01 June 2020
 - h. To approve actions taken by council using delegated powers since meeting on 20 March 2020 – appendix F
 - i. To receive updates regarding cancelled or postponed events
 - j. Replacement noticeboard for Ditchley – to agree action (deferred from meeting on 03 March 2020)
 - k. Community Emergency Plan – to agree actions (deferred from meeting on 07 January 2020)
 - l. To approve payment of percentage of Clerk’s SLCC membership subscription – appendix G
 - m. To approve adoption of Councillor Code of Conduct – appendix H
 - n. To comment on draft Action Plan – appendix I
 - o. To comment on LGA Code of Conduct consultation – appendix J
 - p. To approve Playground COVID-19 risk assessment – appendix K
 - q. To agree to re-open Spelsbury playground, and agree actions required to open safely
 - r. To respond to donation request from Oxfordshire Association of the Blind – appendix L
 - s. To review and adopt Standing Orders – appendix M
 - t. To review and adopt Financial Regulations – appendix N
 - u. To appoint internal auditor for year 2020-2021
 - v. To review expenditure under S137 of the Local Government Act 1972 2019/20– appendix O
12. Finance
 - a. To approve payments made by council using delegated powers since meeting on 20 March 2020
 - b. To approve current expenditure – appendix P
 - c. To approve Council administration costs – appendix Q
 - d. To instruct bank signatories to sign approved payments
 - e. To note monies received – appendix R
 - f. Update of current status of bank accounts – appendix S
 - g. To approve current year budget update - appendix T
 - h. To approve bank reconciliation – appendix U
 - i. To approve finance update – appendix W
 - j. To approve Scheduled Payments List for year to 31 March 2021 – appendix W
 - k. To note change in interest rate on Deposit Account
13. Items for information only, and for next agenda
 - a. Traffic Regulation Notice – Charlbury, Five Ways – to note “no waiting on the highway by all motor vehicles” between 8.00pm and 6.00 am from 20 July 2020 for five days
14. Next meeting – Date to be agreed