

Spelsbury Parish Council

Dean Ditchley Spelsbury Taston

Council members are hereby summoned to attend the Parish Council Meeting on Tuesday 06 September 2022 at 7.30 pm, at Spelsbury Memorial Hall

Please inform the Clerk if you are unable to attend.

Anne Ogilvie

Anne Ogilvie - Spelsbury Parish Clerk

31 August 2022

Recording of meeting: Please be aware that the meeting may be recorded by the Council or others, and no permissions are required for this, pursuant to the Openness of Local Government Bodies Regulations 2014, amending the Public Bodies (Admission to Meetings) Act 1960

Agenda

1. Welcome by the Chairman
2. To receive apologies for absence
3. To approve and sign the minutes of the meeting on 06 July 2022
4. To receive declarations of interest from Members regarding items on the agenda
5. Public participation – to allow members of the public/press to comment on any item on the agenda or bring any matter to the attention of the Council. In accordance with Standing Orders, this will not exceed 20 minutes in total and 2 minutes per person.
6. To receive reports from County and District Councillors
7. To receive and comment on the Clerk's report
8. Planning and enforcement
 - a. 22/01497/FUL – Construction of detached building comprising workshop, covered parking and storage – Dean Mill, Dean – to note Council objection
 - b. 22/02091/FUL – Conversion of barn to holiday let. Amendment to extant scheme 10/0086/P/FP to enable an extension to provide a plant room and battery store for storage of electricity generated PV panels along with PV panels – Saltway Barn, Hill Farm, Taston – comment by 06/09/22 (extension for Council comment requested)
 - c. Any planning applications received before date of meeting
 - d. Update of previous planning applications and enforcement actions
9. Business items
 - a. To receive update of Climate Emergency working group and agree actions
 - b. To receive update of Parish Plan working group and agree actions
 - c. To consider donation request from Chipping Norton Theatre and agree actions
 - d. To consider whether salt bins and/or salt is required from OCC and agree actions
 - e. To receive the annual independent playground inspection report and agree actions

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10. Finance
 - a. To ratify expenditure since last meeting
 - b. To approve current expenditure
 - c. To instruct bank signatories to sign approved payments or process approved payments as appropriate
 - d. To note monies received
 - e. To receive update of current status of bank accounts
 - f. To approve current year budget update
 - g. To approve earmarked reserves and general reserves
 - h. To approve bank reconciliation
 - i. To approve finance update
11. Administration and policies
 - a. To agree internal auditor terms of engagement for 2022-23 and agree actions
 - b. To review the effectiveness of the 2021-2022 internal audit and agree actions
 - c. To consider whether to opt out of the SAAA central external auditor appointment arrangements
 - d. To consider the draft Action Plan for 2023-2024 and agree actions
 - e. To consider the draft budget for 2023-2024 and agree actions
 - f. To review and approve the Equal Opportunities Policy
 - g. To review and approve the Training and Development Policy
 - h. To review and approve the Security Incident Response Policy
 - i. To review and approve the Requests for Information Policy
 - j. To review and approve the Document Storage, Retention and Destruction Policy
 - k. To approve the new Councillor Code of Conduct
12. To receive items for information only
 - a. WODC cabinet meeting, 14 September at 2pm – Charlbury Community Centre
 - b. WODC cabinet meeting, 16 November at 2pm – Chipping Norton Town Hall Lower Room
13. To receive requests for motions for the next agenda, and to note that motions and background papers (including quotations) for the next agenda must be received by the Clerk at least one week before the next meeting
14. Next meeting – to note date, time and venue of next meeting