

Spelsbury Parish Council

Dean Ditchley Spelsbury Taston

Council members are hereby summoned to attend the Parish Council Meeting on Tuesday 05 September 2023 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

30 August 2023

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 2023
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, or request the inclusion of an item on a future agenda. 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. Spelsbury Byway Open to All Traffic No44 Modification Order 2021
 - b. 23/02086/HHD – Erection of side and rear two storey extensions, proposed front entrance canopy and roof lights – 8 Chadlington Road, Spelsbury – comment by 13 September 2023
 - c. To comment on the West Oxfordshire Local Plan 2041
 - d. Any planning applications received before the date of the meeting
 - e. Update of previous planning applications and enforcement actions
9. Business items
 - a. To receive an update from the Climate Emergency working group and agree actions
 - b. To receive an update from the Parish Plan working group and agree actions
 - c. To receive the independent annual playground inspection report and agree actions
 - d. To receive the playground inspection report and agree actions

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- e. To consider pedestrian safety on the roads in the parish and agree actions (deferred from July meeting)
- f. To consider whether winter salt is required and agree actions
- 10. Action Plan and Budget
 - a. To consider the draft Action Plan for 2024-2025 and agree actions
 - b. To consider the draft budget for 2024-2025 and agree actions
- 11. Finance and administration
 - a. To ratify the expenditure since last meeting
 - b. To approve the current expenditure
 - c. To instruct the bank signatories to sign approved payments or process approved payments as appropriate
 - d. To note monies received
 - e. To receive the update of current status of bank accounts
 - f. To approve the bank reconciliation
 - g. To approve the finance update
 - h. To approve the budget update
 - i. To approve the earmarked and general reserves
 - j. To review and approve the Equal Opportunities Policy
 - k. To review and approve the Training and Development Policy
 - l. To review and approve the Security Incident Response Policy
 - m. To review and approve the Requests for Information Policy
 - n. To review and approve the Document Storage, Retention and Destruction Policy
 - o. To receive the asset inspection report from Cllr Blackwell and agree actions
- 12. To receive items for information only
- 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 the next meeting