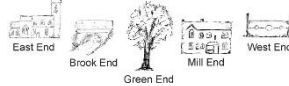


Chadlington

Parish Council



Council members are hereby summoned to attend the Parish Council Meeting on Monday 12 September 2022 at 7.30 pm, at Chadlington Memorial Hall. Please inform the Clerk if you are unable to attend.

Anne Ogilvie

Anne Ogilvie – Chadlington Parish Council Clerk
07 September 2022

This meeting is open to the public.

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 from the Chairman
2. To receive apologies for absence
3. To approve and sign the minutes of the meeting on 11 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 15 minutes in total and 3 minutes per person.
6. To receive reports from the County and District Councillors
7. To receive and comment on the Clerk's report
8. Planning and enforcement
 - a. 22/02085/HHD – New bin store and garden terrace with lap pool: Amendments to layout approve under 21/03949/FUL, including repositioning of pedestrian entrance gates, re-routing of path to front door and relocation of approved garden room – Westbridge Cottage, Green End, Chadlington – comment by 06 September 2022 (extension for Council requested)
 - b. 22/02221/HHD – Erection of first floor rear extension – 1 Brook End, Chadlington – comment by 14 September 2022
 - c. Any planning applications or enforcement notices received before the date of the meeting
 - d. Update of previous planning applications and enforcement actions
9. Business items
 - a. To receive the annual independent playground inspection report and agree actions
 - b. To receive the regular playground inspection reports and agree actions
 - c. To receive an update from the Playground Maintenance Working Group and agree actions
 - d. To receive update regarding electricity supply on the Stocks and agree actions
 - e. To consider options to ensure that hedges do not encroach on footpaths and roads
 - f. To receive an update from the Climate Emergency and Biodiversity Working Group and agree actions
 - g. To appoint members to the Village Plan Working Group (deferred from May meeting)
 - h. To consider a request from some allotment holders to provide a mains water supply to

- the allotment and agree actions
 - i. To consider whether to increase the allotment rent from September 2023 and agree actions
 - j. To consider hiring skips to remove rubbish from the playground and employing a contractor to undertake this removal
 - k. To agree the playground mowing specification for 2023 to include the removal of grass and cuttings from site
 - l. To consider whether salt bins and/or salt is required from OCC and agree actions
 - m. To consider quotations for speed indication devices and agree actions
 - n. To consider the quotation for a “duty of care” tree survey for the playground and agree actions (deferred from July meeting)
10. Finance
- a. To ratify expenditure since the last meeting
 - b. To approve the current payments
 - c. To instruct the bank signatories to sign the approved payments
 - d. To note monies received
 - e. To receive the update of the current status of the bank account
 - f. To approve the budget update
 - g. To approve the bank reconciliation
 - h. To approve the finance update
 - i. To review the general and earmarked reserves
11. Administration and Policies
- a. To review and approve the Terms of Reference for the Playground Maintenance Working Group
 - b. To consider the draft Action Plan for 2023-2024 and agree actions
 - c. To consider the draft budget for 2023-2024 and agree actions
 - d. To review and approve the Equal Opportunities Policy
 - e. To review and approve the Training and Development Policy
 - f. To review and approve the Security Incident Response Policy
 - g. To review and approve the Document Storage, Retention and Destruction Policy
 - h. To consider whether to opt out of the SAAA central external auditor appointment arrangements for the next period
 - i. To review the effectiveness of the 2021-2022 internal audit and agree actions
 - j. To consider internal auditor terms of engagement for 2022-2023
12. To receive items for information only
- a. WODC cabinet meeting, 14 September at 2 pm – Charlbury Community Centre
 - b. WODC cabinet meeting, 16 November at 2 pm – Chipping Norton Town Hall
 - c. Reminder of the Code of Conduct training on 30 September 2022 at 10 am, Witney
13. To receive motions for the next agenda, and note that motions and papers for the next agenda must be received by the Clerk at least one week before the next meeting
14. Next meeting – to note the date, time and place of the next council meeting
15. To consider whether to resolve under Section 1(2) of the Public Bodies (Admission to Meetings Act) 1960 to exclude the press and public to protect the confidential nature of the business to be transacted during the consideration of the following item
16. To consider the report from the Leases and Trusts Administration Working Group regarding the sports field lease and agree actions