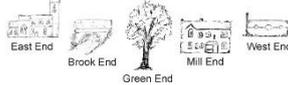


Chadlington Parish Council



Council members are hereby summoned to attend the Parish Council Meeting on Monday 8th January 2024 at 7.30 pm, at Chadlington Bowls Club. Please inform the Clerk if you are unable to attend.

Anne Ogilvie

Anne Ogilvie – Chadlington Parish Council Clerk
02 January 2024

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 December 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. 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. 23/03159/HHD – Proposed enclosure of existing open veranda
4 Manor Court, Chadlington – comment by 03 January (extension for PC obtained)
 - b. Any planning applications or enforcement notices received before the date of the meeting
 - c. Update of previous planning applications and enforcement actions
9. Business items
 - a. To receive the regular playground inspection reports and agree actions
 - b. To consider a Housing Needs Survey for the parish and agree actions
 - c. To consider the date, time and venue for the Annual Parish Meeting and agree actions
 - d. To consider the Oxfordshire Councils Charter consultation and agree actions
 - e. To consider whether to send a representative to WODC's Oxfordshire County Charter meeting on 06 February and agree actions
10. Finance and Administration
 - 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 bank reconciliation
 - g. To approve the finance update
 - h. To approve the budget update
 - i. To approve the reserves update

- j. To review and approve the Grants and Donations Policy
 - k. To review and approve the Business Continuity Policy
 - l. To review and approve the Virtual Meeting Procedure
 - m. To review and approve the Community Engagement Policy
 - n. To review and approve the Internal Financial Control Policy
 - o. To review and approve the Communications Policy
 - p. To consider the insurance quotations and agree actions
 - q. To consider Clerk and councillor training options and agree actions
 - r. To consider the Internal Auditor Engagement Letter and Terms of Agreement for 2023-2024 and agree actions
11. To receive items for information only
 12. 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
 13. Next meeting – to note the date, time and place of the next council meeting