

Notice of Meeting

Members are summoned to attend the Annual Meeting of the Parish Council to be held at

CHURCH HOUSE, CHURCH ST., BODICOTE
on **WEDNESDAY, 16 MAY 2018** Commencing at **7.15 p.m.**

Agenda

1. To appoint Chairman
2. To receive apologies.
3. Open session (members of the public may ask questions) - 10 minutes
4. Declarations of Interest (members are asked to declare interests in items on the agenda)
5. To appoint Vice Chairman, Financial Officer and councillors to committees
6. To review the terms of reference for the Environment Committee and the Planning Committee
7. Acceptance of the minutes of the previous meeting (April 2018)
8. To receive reports from the County Councillor and District Councillors
9. To consider approving the recommendations in the Environment Committee minutes
10. Planning matters
 - a) Planning application 18/00629/F – Woodbine Cottage, Paddock Farm Lane; 4 new dormer windows
 - b) Planning application 18/00573/F (retrospective) – Bodicote Welfare Fund, Kingsfield Recreation Ground, White Post Road; storage container for playing field use
 - c) Planning application 18/00546/F – Methodist Chapel, East Street; change of use from a place of worship (use class D1) to a workshop for picture framing (use class B1)
 - d) Planning application 18/00195/DISC (discharge of condition 4; bat tube location) of 18/00097/F – 9 Town Furlong
 - e) Planning application 18/00188/DISC (discharge of condition 5; turning area and car parking details) of 17/02453/F – Rivendell, Chapel Lane
 - f) Planning application 18/00038/SO – Bodicote Flyover Farm Shop, White Post Road; Screening option to 18/00792/OUT – outline application (all matters reserved except for access) for the demolition of existing buildings and erection of up to 52 dwellings with associated works and provision of open space
 - g) Planning application 18/00792/OUT – Land at Tappers Farm, Oxford Road – outline application (all matters reserved except for access) for the demolition of existing buildings and erection of up to 52 dwellings with associated works and provision of open space
 - h) Planning notice 18/00295/ADV – St. John's Church - 1 non-illuminated church panel sign; granted
 - i) Planning notice 18/00354/F and 18/00355/LB – Bristow House, Broad Gap – replacement of existing garden room with the erection of an oak framed garden room to rear elevation; granted
 - j) Planning notice 18/00194 – Cotefield Farm, Oxford Road – erection of new farm office/storage building; granted
 - k) Planning notice 18/00195 – Cotefield Farm, Oxford Road – erection of storage building; granted

11. Financial Report/Administration
 - a) Bank balances
 - b) Bank mandate form; change of administrative address and contact
 - c) To review the annual insurance
 - d) To consider the recommended pay increase
 - e) Data protection act update
 - f) To review 2018/19 meeting dates
 - g) End of year tax form submitted
 - h) To review bank signatories
 - i) To review the asset register
12. Passing of any invoices for payment
 - a) Mrs. C. Hill – salary for May
 - b) Cherwell District Council – emptying of 9 dog bins - £432.43
 - c) Mr. M. Langley- litter collection (April) - £137.20
 - d) Thomas Fox Landscaping and Maintenance – grounds maintenance (April) - £1046.04
 - e) Mr. J. Blencowe – reimbursement for refreshments for annual parish assembly - £75.10 plus salt for spreading in bad weather - £69.24 = £144.34
 - f) Rascal Horticultural Services – maintenance of burial ground and churchyard – await invoice
 - g) Mrs. S. Steel - reimbursement for printer supplies - £50.00
 - h) Smith of Derby – 5 years service agreement for the church clock - £1104.00
 - i) CFO – annual subscription - £70
 - j) Bodicote Church House - Hire of Church House – £165.00
 - k) Mrs. V. Russell – final salary payment plus gratuity (subject to item 14)
 - l) Mr. K.R. Mitchell – internal audit fee - £250.00
 - m) Came and Company – annual insurance – await invoice
13. Correspondence
 - a) OALC newsletter (April)
 - b) email re. minutes and procedures
 - c) To agree street names for Blossom Field Cotefield Farm Development
14. To pass the following Resolution:- “To exclude the public and Press by reason of the confidential nature of the business to be considered, namely:- matters relating to the outgoing Clerk
15. Date of next meeting – 20th June, 2018
Planning Committee – 7th June 2018
Environment Committee meeting; 4th July 2018

Corinne Hill

Corinne Hill (Mrs) - Clerk to the Council

11 May 2018