

Notice of Meeting

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

CHURCH HOUSE, CHURCH ST., BODICOTE
on **WEDNESDAY, 17 MAY 2017** Commencing at **7.15 p.m.**

Agenda

1. To elect a Chairman and Vice Chairman for the forthcoming year.
2. To receive the Chairman's Declaration of Acceptance of Office.
3. To receive apologies.
4. To confirm and sign the minutes of the meeting of the Parish Council held on Wednesday, 19 April 2017 (previously circulated).
5. **Open session (members of the public may ask questions) – 10 mins.**
6. To consider the following matters arising from the minutes of the March mtg.:-
 - a) Road, pavement and footpath matters;
 - b) Leisure facilities for the village;
 - c) The Council's website;
 - d) Possible new governance models for Oxfordshire;
 - e) Parking on the verge on the Oxford Road next to JayBee Motors;
 - f) Land for sale behind Town Furlong;
 - g) Proposed Salt Way maintenance group - update;
 - h) Should Bodicote have a Beacon to celebrate the Centenary of the end of WWI?
 - i) Any other matters arising not considered elsewhere.
7. To receive and record Declarations of Interest.
8. To elect Committees of the Council for the forthcoming year.
9. To review Deeds held by the Council.
10. To receive reports from Parish Representatives.
11. To consider the renewal of the Parish Council's insurance policy and items covered.
12. To agree the dates of the Parish Council meetings for the forthcoming year.
13. To authorise Bank signatories.
14. To receive an update from Cllr. Mrs. Foreman, Chairman of the Planning Committee, and to consider any plans/decisions/planning matters received since the last meeting.
15. To receive the minutes of the meeting of the Environment Committee held on 8 May (to be circulated) to consider matters arising & any subsequent matters arising.
16. To receive reports/feedback from the County Cllr. and the District Councillors.
17. To consider & sign the Annual Governance Statement for 2016-17, to consider the Internal Auditor's report and to approve & sign the Annual Return and financial statements for 2016-17.
18. To receive the minutes of the Annual Parish Meeting held on 26 April (previously circulated) and to consider any matters arising.
19. To consider the accounts of the Bodicote Welfare Fund (previously circulated)

20. To review Council's policies (Press, Play, Footpath, Climate Change, Green Policy, Urgent Business, Policy on Photovoltaic Panels and Policy on Wind Turbines) and procedures (Complaints, Risk Management, Review of the Effectiveness of Internal Audit, the Handling of Requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998).
21. To consider correspondence received since the last meeting (to be circulated).
22. To authorise payments.
23. To consider matters for the next meeting and items for information.

Valerie Russell

Valerie J Russell (Mrs) - Clerk to the Council

10 May 2017

Notice of Meeting

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

CHURCH HOUSE, CHURCH ST., BODICOTE
on **WEDNESDAY, 21 JUNE 2017** Commencing at **7.15 p.m.**

Agenda

1. To receive apologies.
2. To confirm and sign the minutes of the meeting of the Parish Council held on Wednesday, 17 May 2017 (previously circulated).
3. **Open session (members of the public may ask questions) – 10 mins.**
4. To consider the following matters arising from the minutes of the May mtg.:-
 - a) Road, pavement and footpath matters;
 - b) Leisure facilities for the village;
 - c) The Council's website;
 - d) Possible new governance models for Oxfordshire;
 - e) Parking on the verge on the Oxford Road next to JayBee Motors;
 - f) Land for sale behind Town Furlong;
 - g) Salt Way maintenance group - update;
 - h) Should Bodicote have a Beacon to celebrate the Centenary of the end of WWI?
 - i) Update on Bank signatories;
 - j) Any other matters arising not considered elsewhere.
5. To receive an update from the Bodfest Committee.
6. To receive the minutes of the Planning Committee meeting held on 12 June (to be circulated), to consider matters arising and to consider any plans/decisions/planning matters received since that meeting.
7. To receive an update from Cllr. Sacha, Chairman of the Environment Committee, and to consider any matters arising since the last meeting.
8. To receive reports/feedback from the County Cllr. and the District Councillors
9. To consider & sign the Annual Governance Statement for 2016-17, to consider the Internal Auditor's report and to approve & sign the Annual Accounting Statement and financial statements for 2016-17.
10. To consider a Grievance Policy & Procedures (discussion docs. to be circulated).
11. To approve the Model Publication Scheme (herewith) and agree appropriate charges.
12. To resolve that Mr. Keith Humphries continue as an Associate (non-voting) Member of Council for the forthcoming year.
13. To consider correspondence received since the last meeting (to be circulated).
14. To authorise payments.
15. To consider matters for the next meeting and items for information.
16. To pass the following Resolution:- "To exclude the public and Press by reason of the confidential nature of the business to be considered, namely various admin. matters.

Valerie Russell

Valerie J Russell (Mrs) - Clerk to the Council

12 June 2017

Notice of Meeting

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

CHURCH HOUSE, CHURCH ST., BODICOTE
on **WEDNESDAY, 19 JULY 2017** Commencing at **7.15 p.m.**

Agenda

1. To receive apologies.
2. To confirm and sign the minutes of the meeting of the Parish Council held on Wednesday, 21 June 2017 (previously circulated).
3. **Open session (members of the public may ask questions) – 10 mins.**
4. To consider the following matters arising from the minutes of the June mtg.:-
 - a) Road, pavement and footpath matters;
 - b) Leisure facilities for the village;
 - c) The Council's website;
 - d) Parking on the verge on the Oxford Road next to JayBee Motors;
 - e) Land for sale behind Town Furlong;
 - f) Salt Way maintenance group - update;
 - g) Should Bodicote have a Beacon to celebrate the Centenary of the end of WWI?
 - h) Update on Bank signatories;
 - i) Neighbourhood Watch signs;
 - j) Any other matters arising not considered elsewhere.
5. To receive an update from the Bodfest Committee.
6. To receive an update from the Chairman of the Planning Committee, Cllr. Mrs. Foreman, and to consider any plans/decisions/planning matters received since the last meeting.
7. To receive the minutes of the meeting of the Environment Committee held on 12 July (to be circulated and to consider matters arising from that meeting).
8. To receive reports/feedback from the County Cllr. and the District Councillors.
9. To consider a Grievance Policy & Procedures (discussion docs. previously circulated).
10. To consider correspondence received since the last meeting (to be circulated).
11. To authorise payments.
12. To consider matters for the next meeting and items for information.
13. To pass the following Resolution:- "To exclude the public and Press by reason of the confidential nature of the business to be considered, namely various admin matters.

Valerie Russell

Valerie J Russell (Mrs) - Clerk to the Council

11 July 2017

Notice of Meeting

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

CHURCH HOUSE, CHURCH ST., BODICOTE
on **WEDNESDAY, 20 SEPTEMBER 2017** Commencing at **7.15 p.m.**

Agenda

1. To receive apologies.
2. To confirm and sign the minutes of the meeting of the Parish Council held on Wednesday, 19 July 2017 (previously circulated).
3. **Open session (members of the public may ask questions) – 10 mins.**
4. To consider the following matters arising from the minutes of the July mtg.:-
 - a) Road, pavement and footpath matters;
 - b) Leisure facilities for the village;
 - c) The Council's website;
 - d) Parking on the verge on the Oxford Road next to JayBee Motors;
 - e) Salt Way maintenance group - update;
 - f) Possible Beacon to celebrate the Centenary of the end of WWI;
 - g) Neighbourhood Watch signs;
 - h) Any other matters arising not considered elsewhere.
5. To receive an update from the Bodfest Committee.
6. To receive an update from the Chairman of the Planning Committee, Cllr. Mrs. Foreman, and to consider any plans/decisions/planning matters received since the last meeting.
7. To receive the minutes of the meeting of the Environment Committee held on 18 September (to be circulated) and to consider matters arising.
8. To receive reports/feedback from the County Cllr. and the District Councillors.
9. To receive the notice of the conclusion of the external audit for 2016/17.
10. To consider a Grievance Policy & Procedures and other policies, procedures, protocol (discussion docs. previously circulated).
11. To receive feedback on this year's review of the effectiveness of internal audit (to be circulated).
12. To consider correspondence received since the last meeting (to be circulated).
13. To authorise payments.
14. To consider matters for the next meeting and items for information.
15. To pass the following Resolution:- "To exclude the public and Press by reason of the confidential nature of the business to be considered, namely, setting up a Staffing Panel to discuss issues regarding the current Clerk's replacement."

Valerie Russell

Valerie J Russell (Mrs) - Clerk to the Council

6 September 2017

Notice of Meeting

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

CHURCH HOUSE, CHURCH ST., BODICOTE
on **WEDNESDAY, 18 OCTOBER 2017** Commencing at **7.15 p.m.**

Agenda

1. To receive apologies.
2. To confirm and sign the minutes of the meeting of the Parish Council held on Wednesday, 20 September 2017 (previously circulated).
3. **Open session (members of the public may ask questions) – 10 mins.**
4. To consider the following matters arising from the minutes of the September mtg.:-
 - a) Road, pavement and footpath matters;
 - b) Leisure facilities for the village;
 - c) The Council's website;
 - d) Parking on the verge on the Oxford Road next to JayBee Motors;
 - e) Salt Way maintenance group - update;
 - f) Possible Beacon to celebrate the Centenary of the end of WWI;
 - g) Neighbourhood Watch signs;
 - h) Historical Parish Council documents;
 - i) Road Closure Order for the Royal British Legion's Annual Remembrance Day Parade.
 - j) Any other matters arising not considered elsewhere.
5. To receive an update from the Bodfest Committee.
6. To receive an update from the Chairman of the Planning Committee, Cllr. Mrs. Foreman, and to consider any plans/decisions/planning matters received since the last meeting.
7. To receive an update from the Chairman of the Environment Committee, Cllr. Mrs. Christer, and to consider any matters arising since the last meeting.
8. To receive reports/feedback from the County Cllr. and the District Councillors.
9. To receive and consider the half yearly accounts (to be circulated).
10. To receive feedback on this year's review of the effectiveness of internal audit (to be circulated).
11. To consider correspondence received since the last meeting (to be circulated).
12. To authorise payments.
13. To consider matters for the next meeting and items for information.
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, agreeing the advertisement for a new Clerk."

Valerie Russell

Valerie J Russell (Mrs) - Clerk to the Council

9 October 2017

Notice of Meeting

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

CHURCH HOUSE, CHURCH ST., BODICOTE
on **WEDNESDAY, 15 NOVEMBER 2017** Commencing at **7.15 p.m.**

Agenda

1. To receive apologies.
2. To confirm and sign the minutes of the meeting of the Parish Council held on Wednesday, 18 October 2017 (previously circulated).
3. **Open session (members of the public may ask questions) – 10 mins.**
4. To consider the following matters arising from the minutes of the October mtg.:
 - a) Road, pavement and footpath matters;
 - b) Leisure facilities for the village;
 - c) The Council's website;
 - d) Parking on the verge on the Oxford Road next to JayBee Motors;
 - e) Salt Way maintenance group - update;
 - f) Possible Beacon to celebrate the Centenary of the end of WWI;
 - g) Neighbourhood Watch signs;
 - h) Historical Parish Council documents;
 - i) Road Closure Order for the Royal British Legion's Annual Remembrance Day Parade.
 - j) Any other matters arising not considered elsewhere.
5. To receive an update from the Chairman of the Planning Committee, Cllr. Mrs. Foreman, and to consider any plans/decisions/planning matters received since the last meeting.
6. To receive the minutes of the meeting of the Environment Committee held on 8 November (to be circulated) and to consider matters arising, including the adoption of the play area on the Spitfire development.
7. To receive reports/feedback from the County Cllr. and the District Councillors.
8. To receive feedback on this year's review of the effectiveness of internal audit (to be circulated).
9. To consider the appointment of a Data Protection Officer.
10. To consider the way forward with disseminating news to Bodicote residents after BodNews is discontinued.
11. To consider correspondence received since the last meeting (to be circulated).
12. To authorise payments.
13. To consider matters for the next meeting and items for information.
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, discussing the appointment of a new Clerk."

Valerie Russell

Valerie J Russell (Mrs) - Clerk to the Council

8 November 2017

Notice of Meeting

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

THE RIVER CHERWELL ROOM, BODICOTE HOUSE, WHITE POST RD., BODICOTE
on **WEDNESDAY, 13 DECEMBER 2017** Commencing at **7.15 p.m.**

Agenda

1. To receive apologies.
2. To confirm and sign the minutes of the meeting of the Parish Council held on Wednesday, 15 November 2017 (previously circulated).
3. **Open session (members of the public may ask questions) – 10 mins.**
4. To consider the following matters arising from the minutes of the November mtg.:-
 - a) Road, pavement and footpath matters;
 - b) Leisure facilities for the village;
 - c) The Council's website;
 - d) Salt Way maintenance group - update;
 - e) Beacon to celebrate the Centenary of the end of WWI;
 - f) Neighbourhood Watch signs;
 - g) Historical Parish Council documents;
 - h) Any other matters arising not considered elsewhere.
5. To receive an update from the Chairman of the Planning Committee, Cllr. Mrs. Foreman, and to consider any plans/decisions/planning matters received since the last meeting.
6. To receive an update from the Chairman of the Environment Committee, Cllr. Mrs. Christer, and to consider any matters arising since the last meeting.
7. To receive reports/feedback from the County Cllr. and the District Councillors.
8. To consider the draft budget (to be circulated) and to consider the precept for 2018-19.
9. To receive the report on this year's review of the effectiveness of internal audit (previously circulated).
10. To consider 2 new policies: a Volunteer Policy and a Policy for the retention of Green Open Spaces and Verges (to be circulated).
11. To consider the appointment of a Data Protection Officer.
12. To consider the way forward with disseminating news to Bodicote residents after BodNews is discontinued.
13. To consider correspondence received since the last meeting (to be circulated).
14. To authorise payments.
15. To consider matters for the next meeting and items for information.
16. To pass the following Resolution:- "To exclude the public and Press by reason of the confidential nature of the business to be considered, namely, discussing the appointment of a new Clerk."

Valerie Russell

Valerie J Russell (Mrs) - Clerk to the Council

4 December 2017

Notice of Meeting

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

CHURCH HOUSE, CHURCH ST., BODICOTE
on **WEDNESDAY, 17 JANUARY 2018** Commencing at 7.15 p.m.

Agenda

1. To receive apologies.
2. To confirm and sign the minutes of the meeting of the Parish Council held on Wednesday, 13 December 2017 (previously circulated).
3. **Open session (members of the public may ask questions) – 10 mins.**
4. To consider the following matters arising from the minutes of the December mtg.:-
 - a) Road, pavement and footpath matters;
 - b) Leisure facilities for the village;
 - c) The Council's website;
 - d) Salt Way maintenance group - update;
 - e) Beacon to celebrate the Centenary of the end of WWI;
 - f) Neighbourhood Watch signs;
 - g) Historical Parish Council documents;
 - h) Any other matters arising not considered elsewhere.
5. To receive the minutes of the meeting of the Planning Committee held on 3 January (to be circulated), to consider matters arising and to consider any plans/decisions/planning matters received since the last meeting.
6. To receive the minutes of the meeting of the Environment Committee held on 10 January (to be circulated) and to consider matters arising.
7. To receive reports/feedback from the County Cllr. and the District Councillors.
8. To consider the draft budget (to be circulated) and to set the precept for 2018-19.
9. To consider the way forward with disseminating news to Bodicote residents after BodNews is discontinued.
10. To consider the arrangements for the Annual Parish Meeting on 25 April.
11. To consider correspondence received since the last meeting (to be circulated).
12. To authorise payments.
13. To consider matters for the next meeting and items for information.
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, discussing the appointment of a new Clerk."

Valerie Russell

Valerie J Russell (Mrs) - Clerk to the Council

8 January 2018

Notice of Meeting

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

CHURCH HOUSE, CHURCH ST., BODICOTE
on **WEDNESDAY, 28 FEBRUARY 2018** Commencing at **7.15 p.m.**

Agenda

1. To receive apologies.
2. To confirm and sign the minutes of the meeting of the Parish Council held on Wednesday, 17 January 2018 (previously circulated).
3. **Open session (members of the public may ask questions) – 10 mins.**
4. To consider the following matters arising from the minutes of the December mtg.:-
 - a) Road, pavement and footpath matters;
 - b) Leisure facilities for the village;
 - c) The Council's website;
 - d) Salt Way maintenance group - update;
 - e) Beacon and celebrations to mark the Centenary of the end of WWI;
 - f) Neighbourhood Watch signs;
 - g) Historical Parish Council documents;
 - h) Banbury burials;
 - i) Meeting with Village Correspondent;
 - j) Arrangements for Annual Parish Meeting on 25 April;
 - k) Any other matters arising not considered elsewhere.
5. To receive the minutes of the meeting of the Planning Committee held on 12 February (to be circulated), to consider matters arising and to consider any plans/decisions/planning matters received since the last meeting.
6. To receive an update from the Chairman of the Environment Committee (Cllr. Mrs. Christer) and to consider any matters arising since the last meeting.
7. To receive reports/feedback from the County Cllr. and the District Councillors.
8. To consider any remaining budget matters from 2017/18.
9. To consider donations for the year 2017/18 (discussion paper to be circulated).
10. To consider correspondence received since the last meeting (to be circulated).
11. To authorise payments.
12. To consider matters for the next meeting and items for information.
13. To pass the following Resolution:- "To exclude the public and Press by reason of the confidential nature of the business to be considered, namely:-
 - a) matters relating to the appointment of a new Clerk, and
 - b) matters relating to the possible purchase of the Bodicote Methodist Chapel.

Valerie Russell

Valerie J Russell (Mrs) - Clerk to the Council

19 February 2018

Notice of Meeting

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

CHURCH HOUSE, CHURCH ST., BODICOTE
on **WEDNESDAY, 21 MARCH 2018** Commencing at 7.15 p.m.

Agenda

1. To receive apologies.
2. To confirm and sign the minutes of the meeting of the Parish Council held on Wednesday, 28 February 2018 (previously circulated).
3. **Open session (members of the public may ask questions) – 10 mins.**
4. To consider the following matters arising from the minutes of the February mtg.:-
 - a) Road, pavement and footpath matters;
 - b) Leisure facilities for the village;
 - c) The Council's website;
 - d) Salt Way maintenance group - update;
 - e) Beacon and celebrations to mark the Centenary of the end of WWI;
 - f) Neighbourhood Watch signs;
 - g) Historical Parish Council documents;
 - h) Arrangements for Annual Parish Meeting on 25 April;
 - i) Any other matters arising not considered elsewhere.
5. To receive an update from the Chair of Planning. Cllr. Mrs. Foreman and to consider any planning matters received since the last meeting.
6. To consider the following planning applications:-
 - a) 18/00354/F – Bristow House, Broad Gap:
Replacement of existing garden room with the erection of an oak framed garden room to rear elevation and reconfiguration of existing rear extension adjacent to replacement garden room.
 - b) 18/00295/ADV – St John's Church, Church St.:
 - 1 No. non-illuminated church panel sign.
 - c) Any other planning applications received before this meeting.
7. To receive the minutes of the Environment Committee meeting held on 12 March (to be circulated), to consider recommendations and urgent matters arising.
8. To receive reports/feedback from the County Cllr. and the District Councillors.
9. To consider a new policy for donations (drafts herewith).
10. To consider additional requests for donations for the year 2017/18.
11. To consider correspondence received since the last meeting (to be circulated).
12. To authorise payments.
13. To consider matters for the next meeting and items for information.
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:-
 - a) matters relating to the outgoing Clerk and appointment of the new Clerk; and
 - b) matters relating to the possible purchase of the Bodicote Methodist Chapel.

Valerie Russell

Valerie J Russell (Mrs) - Clerk to the Council

19 February 2018

Notice of Meeting

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

CHURCH HOUSE, CHURCH ST., BODICOTE
on **WEDNESDAY, 18 APRIL 2018** Commencing at **7.15 p.m.**

Agenda

1. To receive apologies.
2. Open session (members of the public may ask questions) - 10 minutes
3. Declarations of Interest (members are asked to declare interests in items on the agenda)
4. Acceptance of the minutes of the previous meeting (March 2018)
5. To consider the following matters arising from previous meetings:-
 - a) The Council's website
 - b) Beacon and celebrations to mark the Centenary of the end of WWI
 - c) Neighbourhood Watch
 - d) Arrangements for Annual Parish Meeting on 25 April
6. To receive reports from the County Councillor and District Councillors
7. To receive an update from the Chair of Planning, Cllr. Mrs. Foreman
 - a) Planning notice no. 18/00281/F – Cherryworth, 30 High Street; granted Demolition of existing conservatory and erection of replacement single storey rear garden room/kitchen
 - b) Planning notice no. 18/00173/F – 12 Molyneux Drive; granted 2 storey side extension
 - c) 13/01682 – Spitfire DevelopmentTo consider completion of the land transfer prior to 26th July
8. Financial Report/Administration
 - a) To consider the draft 2017/18 accounts
 - b) Bank balances
 - c) Councillors' expenses
 - d) The Clerk's pension
 - e) Risk Assessment of the parish office
 - f) To consider renewing the service contract for the church clock for 5 years at a cost of £1104
 - g) To consider subscribing to Community First Oxfordshire
 - h) Data Protection Act
9. Passing of any invoices for payment
 - a) Mrs. C. Hill – salary for Feb/Mar and April
 - b) OALC – annual subscription - £408.04
 - c) Mr. M. Langley- litter collection (March) - £118.80
 - d) Bodicote Guides – section 137 - £100.00
 - e) Bodicote Welfare Fund – section 137 - £500.00
 - f) Rascal Horticultural Services – maintenance of burial ground and churchyard – await invoice

10. Date of next meeting – 16th May, 2018
Environment Committee meeting; 2nd May 2018

Corinne Hill

Corinne Hill (Mrs) - Clerk to the Council

11 April 2018