

Spelsbury Parish Council

Dean Ditchley Spelsbury Taston

Council members are hereby summoned to attend the Parish Council Meeting on Tuesday 04 March 2025 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

26 February 2025

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 Chair
2. To receive apologies for absence
3. To approve and sign the minutes of the meeting on 07 January 2025
4. To receive declarations of interest from Members regarding items on the agenda
5. To note the resignation of Cllr S Harvey, and receive an update regarding the vacancy
6. 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.
7. To receive reports from County and District Councillors
8. To receive and comment on the Clerk's report

Planning and enforcement

9. 25/00180/HHD – Removal of garage door and part block up of opening, installation of new window, proposed external door, addition of a flue, erection of a garage and accommodation above
Taston Barn, Taston
10. 25/00320/HHD – Alterations to existing dwelling to include provision of Juliet balcony to bed 2 (West elevation), dormer window and Juliet balcony to bed 1 (South elevation), single storey extension to lounge and formation of balcony above to serve bed 3 (South elevation) and two storey extension to create double garage with bedroom above (North elevation)
Corn Close Cottage, Charlbury Road, Spelsbury
11. Any planning applications received before the date of the meeting
12. To receive an update of previous planning applications and enforcement actions
13. To consider how Council can improve the planning application consideration process and agree actions, proposed by Cllr Blackwell

Playground

14. To receive the regular playground inspection reports and agree actions
15. To consider the playground maintenance issues and agree actions

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Community

16. To consider the request from TVP to advise them of the top priority in the parish in respect of police services, and agree actions
17. Annual Parish Meeting – to agree a date, time and format for the Annual Parish Meeting, and agree actions

Finance and administration

18. To consider the membership renewal fee from OALC and agree actions
19. To ratify the expenditure since the last meeting
20. To approve the current expenditure
21. To instruct the current bank signatories to process the approved payments
22. To note monies received
23. To receive the update of the current status of the bank accounts
24. To approve the bank reconciliation
25. To approve the finance update
26. To approve the budget update
27. To consider the budget virement report and agree actions
28. To approve the earmarked and general reserves update
29. To consider the reserves transfer report and agree actions
30. To receive an update regarding the Unity Trust Bank bank mandate and agree actions
31. To receive a report following the Internal Financial Check and agree actions
32. To receive a report following the asset inspection and agree actions
33. To select a new lead councillor for the Spelsbury Memorial Hall Committee
34. To select a new lead councillor for Spelsbury playground
35. To review and approve the lead councillor roles and Terms of Reference, proposed by Cllr Beacham
36. To receive a report following the interim internal audit and agree actions
37. To review and approve the Sexual and General Harassment Policy
38. To review and approve the Press and Media Policy
39. To review and approve the Co-option Policy
40. To review and approve the Staff Recruitment and Retention Policy
41. To consider amending Standing Order 10 a xv in relation to Standing Order 3x, regarding the time and reason for a meeting extension, proposed by Cllr Beacham
42. To consider training options for Councillors and the Clerk, and agree actions
43. To consider a limit on the number of motions on agendas and agree actions, proposed by Cllr Beacham
44. To reconsider creating a Parish Plan for the parish, consider training options and agree actions, proposed by Cllr Beacham

Correspondence and information

45. To receive items for information only

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Next meeting

46. 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
47. Next meeting – to note date, time and venue of the next meeting

Confidential

48. 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 consideration of the following item
49. To receive an update regarding the playground lease and agree actions