

CAVERSFIELD PARISH COUNCIL

To Members of the Council: you are summoned to attend the Meeting of Caversfield Parish Council on **Wednesday 18 September 2024** in the Chinnery Room at Fringford Village Hall, OX27 8DY at 7.30pm.

Members of the Public: you are invited to attend.

AGENDA

1. **Apologies for absence** – to receive apologies
2. **Requests for Dispensations, Declarations of interest, gifts and hospitality** – to receive any requests for Dispensations, Declarations of Interest from Councillors relating to items on the Agenda, in accordance with the Council's code of conduct
3. **Public participation** – to receive questions from members of the public relating to items on the Agenda, in accordance with the Council's code of conduct and standing orders
4. **To welcome RAF Croughton Commander and Liaison Officer** – to receive an update on MoD issues
5. **Reports from District and County Councillors** – for information only
6. **Reports from the Village Management Companies** – for information only
7. **Minutes** – to confirm the Minutes of the meeting held on 17 July
8. **Update on progress from the previous Minutes** – the Clerk / Chairman will report on progress of outstanding items which do not require further decision
9. **Governance**
 - a. **Councillor Co-options** – to note Janet Zanin's resignation and consider any applications received for the two vacant seats
 - b. **Policy Review** – to consider the following policies
 - i. **Dignity at Work / Bullying and Harassment Policy**
 - ii. **Document Retention and Disposal Policy**
 - iii. **Training and Development Policy**
 - c. **Oxfordshire Councils Charter** – to consider adoption of the Oxfordshire Councils Charter
 - d. **OALC Subscription Increase**
 - i. **Proposal** – to consider the proposal and make a response
 - ii. **7 October Meeting** – to consider whether to submit the response in person at the meeting or via a postal vote
 - e. **Parish Remuneration Report** – to note that the report and figures from CDC for 2024/25 were yet to be announced
 - f. **Campaign for the safety of lithium-ion batteries** – to consider supporting the campaign
 - g. **OCC Mobility Hub Plan** – to consider a response to the consultation
10. **Finance**
 - a. **Financial Report and July Budget Monitoring Report** – to receive the reports for information
 - b. **Bank Statements** – to acknowledge scrutiny and acceptance of the previously circulated bank statements

- c. **Internal Auditor** – to consider further the appointment of the Parish Internal Auditor for the year 2024/25
- d. **Invoices for Payment** – to consider invoices for payment itemised on the payment schedule
- 11. **Training**
 - a. **NALC, OALC and SLCC** – to consider any further training offered by NALC, OALC and SLCC
- 12. **Planning**
 - a. **Planning Applications** – to consider all recent Applications received from Cherwell District Council detailed below and any other Planning Applications submitted between the circulation of this Agenda and the meeting
 - i. **None currently received**
 - b. **Notices of Decision** – to note any notices of decision received
 - c. **Pay du Fou Consultation** – to receive an update
- 13. **Climate Emergency** – to receive a report
- 14. **Parish Matters** – to consider any parish matters
 - a. **Banbury Road Roundabout** – to receive an update
 - b. **Speed Indicator Devices** – to consider a proposal from the Banbury Road development team
 - c. **Parish Path Warden** – to consider the appointment of a Parish Path Warden
 - d. **Fringford Road rubbish bin** – to consider a replacement
 - e. **Hallowe'en** – to receive a progress report
 - f. **Remembrance**
 - i. **Poppy Wreath** – to consider the contribution to the Royal British Legion for the poppy wreath
 - ii. **Remembrance Service** – to consider attendance at the annual Service of Remembrance
- 15. **Reports from Meetings** – to receive reports from any meetings attended
 - a. **OALC Councillor Forum** – 13 August and 10 September
- 16. **Attendance at Meetings** – to consider attendance
 - a. **OALC Councillor Forum** – 8 October at 12noon and 12 November at 2.30pm
 - b. **CDC Digital Infrastructure Webinar** – 8 October 7pm – 8pm online
 - c. **CDC Parish Liaison Meeting** – 6 November online
- 17. **Correspondence** – to note correspondence received not otherwise on the agenda where decisions are not required
- 18. **Items for information or next Agenda only** – all items for the next agenda to be submitted to the Clerk by Wednesday 6 November 2024
- 19. **Date of next meeting:** to confirm the date of the next meeting as Wednesday 20 November (third Wednesday of alternate month) at 7.30pm

Jane Olds

Dated: 10 September 2024

Jane Olds, Clerk to the Council

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