

**Councillors:** You are hereby summoned to attend the Parish Council meeting to be held in **the Wootton & Dry Sandford Community Centre on Tuesday 7<sup>th</sup> May 2019 at 7.30pm** for the purpose of transacting the following business.

**Members of the Public** are welcome to attend.



**Clerk, Wootton (Abingdon) Parish Council, 30<sup>th</sup> April 2019**

**1. Election of Chair.**

- a. To elect the Chairman for the forthcoming year
- b. The Chairman to sign the Declaration of Office Form

**2. Election of Vice Chairman**

- a. To elect the Vice Chairman for the forthcoming year

**3. To receive apologies for absence**

**4. To receive any Declarations of Interest from Councillors relating to items on the Agenda**

**5. Reports from District and County Councillors**

**6. To facilitate public participation with regard to items on the agenda**

**7. To confirm the Minutes of the previous meeting.**

**8. Election of Committees, groups and representatives**

- a. **To elect members of the following committees, including the election of a Chairman or lead Councillor:**

- i. Finance and General Purposes Committee
- ii. Planning Committee
- iii. Pavilion/Playing Field Management

The Chairman is an ex officio member of all committees

- b. **To agree representatives for the following items:**

- i. Allotments
- ii. Community Centre Executive Board
- iii. Emergency Planning
- iv. Highways
- v. Neighbourhood Plan Joint Monitoring Group
- vi. Neighbourhood Plan Steering Group
- vii. Parish Path Warden
- viii. Transport
- ix. Website

**9. Finance and administration/governance**

- a. To approve the 2018/19 Accounts
- b. To complete section 1 of the Annual Governance and Accountability Return (AGAR)
- c. To complete section 2 of the Annual Governance and Accountability Return (AGAR)
- d. To review and approve the Asset Register
- e. To approve the insurance renewal
- f. To consider and approve invoices for payment itemised on the Payment Schedule
- g. To review payments made between meetings as listed on the Payment Schedule
- h. To review and approve the revised Standing Orders, Financial Regulation and Code of Conduct

- i. To adopt the policy for Casual Vacancies and discuss the co options in respect of the two vacancies following the elections.
  - j. Clerk's Salary and Expenses.
    - i. To note the 2019/2020 NALC/SLCC agreed pay increase for Part-time Clerks and to agree to implement it.
    - ii. To note the Clerk's Salary and level of expense
- 10. To record any updates on progress in the following areas and determine actions required:**
- a. Community Centre update – Cllr Brockliss
  - b. Hedges and footpaths - Cllrs Langley/ Shaw
  - c. Highways and Expressway– Cllr Brocliss
  - d. Playgrounds – Cllr Bristow/Ludlow
  - e. Joint Neighbourhood Plan Update
  - f. Vale of White Horse District Council Local Plan Update
- 11. To discuss future plans and project**
- 12. To discuss the renaming of the website**
- 13. To review and note communications received**
- 14. Planning Applications (See below)**
- a. To consider all recent applications received from Vale of White Horse District Council on the attached schedule and any other planning applications received between the circulation of this agenda and the meeting
  - b. To note Decisions of the Local Planning Authority
- 15. Items for information or next Agenda only**  
all items for the next agenda to be submitted to the Clerk by Thursday 23<sup>rd</sup> May 2019.
- 16. Date of next meeting** – To confirm that the next meeting of the Council will be the Tuesday 4<sup>th</sup> June 2019 at 7:30pm at the Wootton and Dry Sandford Community Centre.

#### Planning Applications

- a.** Recent applications received from Vale of White Horse District Council on the attached schedule and any other planning applications received between the circulation of this agenda and the meeting

Date Registered	Reference	Location	Description	Comments/Decision
10-Apr-19	P19/V0836/LDE	Flat 2, The Cottage Wootton Manor House Wootton Village Boars Hill, Oxford OX11 5HP	Application for a lawful development certificate for use of the converted garage to Use Class C3 as a dwellinghouse	n/a
10-Apr-19	P19/V0831/LDE	Flat 1, The Cottage Wootton Manor House Wootton Village Boars Hill, Oxford OX1 5HP	Application for a lawful development certificate for use of the converted garage to Use Class C3 as a dwellinghouse	n/a
25-Apr-19	P19/V0986/DIS	New Haven Old Boars Hill Oxford OX1 5JJ	Discharge of condition 3 on applications P18/V1457/FUL and P19/V0026/FUL. Demolition of existing bungalow; erection of a replacement dwelling including additional volume as P17/V2392/HH and P18/V0349/PDH.	awaited

- b.** To note Decisions of the Local Planning Authority
- i. None