BISHOP’S TACHBROOK PARISH COUNCIL

**Clerk to the Council: Mrs Corinne Hill**

Gaydon Fields Farm, Gaydon CV35 0HF

Tel: 01926 641220 email: clerk@bishopstachbrook.com

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20th May, 2023

Dear Councillor,

You are hereby summoned to the Annual Meeting of Bishops Tachbrook Parish Council on Thursday, 25th May 2023 at 7.30pm at St. Chad’s Centre

Yours faithfully,

Corinne Hill

Parish Clerk

**AGENDA**

**1. APPOINTMENT OF CHAIR**

**2. APOLOGIES**

**3. CO-OPTION TO FILL THE VACANCY ON THE PARISH COUNCIL**

**4. JAMES WEBB, SEVERN TRENT RE. PLANNING APPLICATION TO WIDEN SEWAGE PIPE IN VILLAGE**

**5. FIFTEEN MINUTE PUBLIC SESSION**

**6. APPOINTMENT OF VICE CHAIR AND FINANCIAL OFFICER**

**7. DECLARATIONS OF INTEREST**

Members are asked to declare interests in items on the Agenda.

**8. ACCEPTANCE OF THE MINUTES OF THE PREVIOUS MEETING**

**(APRIL)**

**9. COUNTY AND DISTRICT COUNCIL MATTERS**

(i) To receive reports

(ii) Harbury Lane active travel connections update

(iii) To consider and agree name for the road to Oakley School

**10. CHAIR MATTERS**

(i) To receive report

(ii) Clerk’s appraisal and salary review

(iii) To review areas of focus and councillor responsibilities

**11. TRAFFIC AND ROAD COMMUNITY SAFETY**

(i) To receive report

(ii) Oakley Grove School update

**12. RECENT ACTIVITY ON MEADOW**

**13. CLIMATE CHANGE GROUP**

(i) To receive report

(ii) Bullen Building solar panels; to consider options following site survey

(iii) School Solar Panels update

(iv) Dead trees on new settlements update

**14. TECHNOLOGY AND DIGITAL MATTERS**

(i) To receive report

(ii) Engaging with new developments

**15. COUNTRY PARK**

(i) To receive report

(ii) MOU update

**16. AMENITIES MATTERS**

(i) To note report

(ii) Car park on the Meadow update

(iii) Magazine; draft articles update

(iv) Working party update

(v) PCC request for use of Village Green on 10th June

**17. PLANNING MATTERS**

(i) Planning application 22/1620 – Asps Farm, Banbury Road

(ii) Planning application 22/1610 – Asps Farm, Banbury Road

(iii) Planning notice 23/0328 – Oakley Wood Farm Cottage, Banbury Road; granted

(iv) Planning notice 23/0385 – 24 Miranda Drive; granted

(v) Planning application 23/0564 – 64 Holt Avenue

(vi) Planning application 23/0480 – 5 Othello Avenue

(vii) The Grove, Oakley Wood Road

(viii) Planning application 23/0648 – Unit 3, Lower Heathcote Square, Vickers Way

**18. FINANCIAL/ADMINISTRATION**

(i) Bank balances

(ii) To consider our representation on the St. Chad’s Centre Trust

(iii) Allotment Tenancy Agreement

(iv) To review Standing Orders

(v) To review Financial Regulations

(vi) To review bank signatories

(vii) To review asset register

(viii) To review standing orders payments

(ix) To consider reappointing councillors to external committees

(x) To review the general reserves policy

(xi) To review compliance with existing laws: data protection, human rights, health and safety, equal opportunities, discrimination/disability, employment and PAYE

(xii) On-line banking update

(xiii) To agree meeting dates

(xiv) Training

(xv) To consider quote for electrical work to the Sports and Social Club driveway

(xvi) Passing of following accounts for payment:

Clerk’s salary

Mr. D. Herbert – play area inspections - £200.00

Melt Creative Ltd. – website - £90.00

Mr. D. Herbert – installation of picnic tables – await invoice

Mr. A. Gandy – grass cutting - £450.00

Higgs LLP Solicitors Office Account – legal advice £2700.00

BT Sports and Social Club – electrical repair on driveway - £115.00 to be offset against July’s rent payment

WALC – training – await invoice

**19. DATE OF NEXT MEETING**

To be agreed.