



WATERPERRY with THOMLEY PARISH COUNCIL

February 2020

NOTICE IS HEREBY GIVEN that the next Meeting of the Parish Council will be held in the Lecture Room, Waterperry Gardens on **Wednesday 19th February at 7:30pm**

ALL MEMBERS OF THE PUBLIC ARE VERY WELCOME AT THIS MEETING

Contact: Adrian Cave (Clerk), 25 Waterperry
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A G E N D A

WELCOME AND APOLOGIES FOR ABSENCE

1. DECLARATIONS OF INTEREST FOR THIS MEETING

2. MINUTES/MATTERS ARISING FROM THE MEETINGS HELD ON 8th January 2020

- a. To approve the minutes as a correct record and to agree that the Chairman sign them
- b. Discussion of matters arising

3. PUBLIC OPEN SESSION – A period of up to 5 minutes per topic will be allowed for members of the public, who are electors or residents in the parish of Waterperry with Thomley, to address the council primarily in respect of items on the agenda of this Parish Council meeting including planning applications, but also in the interests of wider public interest

4. CO-OPTION OF NEW PARISH COUNCILLOR – Any letters or email requests offering to take on the responsibility of councillor should be read out with requestor speaking if he/she wishes. Where two or more requests, then secret voting should take place with the person acting as clerk removing the person with the least votes, and where a tie at the bottom then the chairman having final say.

5. FINANCE AND ADMINISTRATION

- a. Ink Costs of £23.88 for Financial Year 2019/20 to be paid to clerk (Sue to fill in Petty Cash slip and another councillor to sign)
- b. Verify Petty Cash is £113.05 post the above as already paid to clerk
- c. Has bank statement and correspondence address been changed by Lawrence to his address?
- d. Review Bank Statement against Cashbook (**clerk to send Cashbook with Agenda / Lawrence to show statement**)
- e. Review Expenditure against Budget (**clerk to send with Agenda**)
- f. Make required payments and note of recent receipts
- g. Review of Financial Regulations (**clerk to send with Agenda**)
- h. Review of Financial Management Risk Assessment (**clerk to send with Agenda**)
- i. Reminder: Weekly Routine and Quarterly Inspections by the clerk, councillors and volunteers
- j. Discuss ways of advertising the vacancy of clerk/RFO to start at the beginning of April for financial year 2020/21

6. UPDATE ON VILLAGE PROJECTS –

- a. Land Registration – Sue to update after her recent visit to the solicitor
- b. Traffic Speed Reduction – Update on any progress
- c. Recreation Ground – Review what has been done from list above and what needs completing, and who can do this

Continued

7. PLANNING – The following Planning Applications have been submitted:

You can let the Parish Council know your views in writing and/or attend our meetings and have the opportunity to make a brief statement (approximately 3 minutes) during our public open session at the beginning of the meeting. This includes any applicants who wish to support their own applications or just want to hear what the Parish Council decides. Councillors only may ask further brief questions to clarify a point. Councillors who have a disclosable pecuniary interest in an application will leave the meeting table and not take part in the discussion. Supporters, objectors and applicants cannot take part in the discussion, but their views will be considered carefully, and it is important that we hear directly from you. The decision-making process as far as the response is concerned remains that of the Parish Councillors. The Parish Council forwards observations and recommendations to the Planning Authority with whom the actual decision on an application rests.

[P20/S0458/FUL](#) – Duck Cottage Waterperry OX33 1LB – Demolition of existing timber frame house and construction of new replacement dwelling.

8. CORRESPONDENCE – Postal correspondence received

9. ANY OTHER BUSINESS (*for information purposes only*)

- a. New subjects raised will be tabled for the Agenda of the next meeting

10. DATE OF NEXT MEETING TO BE AGREED