



MIDDLETON CHENEY

Parish Council

Parish Meeting Room
Main Road
Middleton Cheney
OX17 2LR

11th October 2023

Councillors: You are hereby summoned to attend a meeting of the Parish Council on **Monday 16th October 2023 at 7:15 p.m.** in the Parish Meeting Rooms for the purpose of transacting Parish Council business.

Pip Davis
Clerk/RFO

Members of the press and public are invited to attend:

PARISH COUNCIL GENERAL MEETING

Venue: Parish Meeting Room

16th October 2023, 7:15pm

Join Zoom Meeting

<https://zoom.us/j/98806991185?pwd=K2ZxNnVETnFQOTRjV1J4OXBETGI3QT09>

Meeting ID: 988 0699 1185

Passcode: 221829

23/252 Apologies for absence

23/253 OPEN MEETING

An opportunity for individuals present to speak on any items on the agenda for this meeting. The open meeting will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting.

23/254 Members' declaration of interest in items on the agenda

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

23/255 Approval of minutes of meeting 18th September 2023 - attached

To receive and approve the minutes of the meeting of Council on Monday 18th September 2023.

Recommendation: to approve the minutes of meeting 18th September 2023.

23/256 Receipt of committee minutes - attached

To receive the signed minutes of Finance and Policy Committee meeting September 2023.

Members to note.

23/257 Planning – letters, decisions and applications

To consider planning applications as outlined:

[2023/6840/TCA](#) 12 Royal Oak Lane, Middleton Cheney, OX17 2LX

[2023/7029/FULL](#) 20 High Street Middleton Cheney OX17 2PA

[2023/6795/FULL](#) 29 Queen Street, Middleton Cheney, OX17 2NP

[2023/6502/FULL](#) 38 Chacombe Road Middleton Cheney OX17 2QU

[WNS/2022/2252/MAR](#) Land At Waters Lane, Middleton Cheney, Northamptonshire

23/258 Reports from Ward Councillors

To receive any reports and updates from Ward Councillors.

23/259 Playing Fields Association (PFA) “Governance and Operation Review” collaboration

To consider a working group of Parish Councillor and PFA Committee members to review the current PFA Governance and operating model, to make recommendations on organisational arrangements between the two entities.

Recommendation: to establish a working group of Councillor and PFA Committee members.

23/260 Review of 2022 Governance Review

Council to consider the recommendations of the Finance and Policy Committee in review of the Governance report.

Recommendation: to approve and action the Finance and Policy Committee's recommendations.

23/261 Internal Controls Checklist (ICC)

To receive October's Internal Monitor's report.

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23/262 ICC model review

To consider updates to current ICC pursuant to Standing Orders, Financial Regulations, Annual Internal Audit Report (AIAR) internal control objectives, Financial Risk Management and Effectiveness of Internal Audit.

23/263 Review of expenditure against budget

Pursuant to Section 17 of Standing Orders, the financial quarter's expenditure against budget comparison and receipts and payments will be made available to the Council.

23/264 Disabled Access Audit

To review the Disabled Access audit carried out by Cllr Hoose and consider any actions.

Recommendation: Necessity / consequence of changes to be considered and quotes to be sourced on features the Council would like to consider changing.

23/265 Health and Safety Policy – attached

The Finance and Policy Committee recommend the adoption of the Health and Safety Policy by the Full Council.

Recommendation: adopt the Health and Safety Policy.

23/266 General Data Consents

Finance and Policy Committee recommendation: Clerk to update and report back to Finance and Policy in 6 months. Full Council to consider privacy notice information for Council domain emails.

23/267 Communications strategy

To consider recommendations put forward by the communications strategy working group.

23/268 Parish Council Events calendar and budget

Recommendation: Council to decide a repeating annual calendar of events (Remembrance Day, Halloween, Christmas etc.) for Finance and Policy to consider a budget during budget-setting process.

23/269 Grant application

To consider a grant application received from Ma-Mites parent-toddler group under the Grants and Donations Policy.

23/270 Council Office Christmas Closure

Council to confirm its office closure during the Christmas period.

23/271 Christmas lights and events

To consider illumination and decoration options for the Christmas period. To consider hosting or involvement with a festive event.

23/272 Matters for information

23/273 Next meeting 20th November 2023 – Full Council Meeting.

Signed: *Pip Davis*

Clerk / RFO to Middleton Cheney Parish Council.