



MIDDLETON CHENEY Parish Council

Parish Meeting Room
Main Road
Middleton Cheney
OX17 2LR

15th May 2024

Councillors: You are hereby summoned to attend a meeting of the Parish Council on **Monday 20th May 2024 at 7:15 p.m.** in the Parish Meeting Rooms for the purpose of transacting Parish Council business.

Pip Davis
Clerk and RFO

Members of the public and press are invited to attend

PARISH COUNCIL GENERAL MEETING

Venue: Parish Meeting Room

20th May 2024, 7:15pm

[Join Zoom Meeting](#)

Meeting ID: 925 1911 4631 Passcode: 306079

24/114 **Apologies for absence**

24/115 **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.

24/116 **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.

24/117 **Co-option of candidate to fill casual vacancy**

To co-opt an eligible candidate to fill a casual vacancy.

24/118 **Approval of minutes of the Annual full council meeting 7th May 2024**

To receive and approve the minutes of the Annual meeting of the Council on 7th May 2024.

24/119 **Approval of minutes of full council meeting 15th April 2024**

To receive and approve the minutes of meeting of the Council on 15th April 2024.

24/120 **Receipt of committee minutes - attached**

(i) To receive the approved minutes of Finance and Policy Committee meeting 3rd April 2024.

Recommendation: To receive the approved minutes of meeting 3rd April 2024.

(ii) To receive the draft minutes of Finance and Policy Committee meeting 1st May 2024.

(iii) To receive the draft minutes of Highways and Planning Committee meeting 7th May 2024

(iv) To receive the draft minutes of Human Resources Committee meeting 14th May 2024

Members to note.

24/121 **Planning – letters, decisions and applications - attached**

To consider planning applications as outlined:

[2024/2454/TCA](#) 3 Glovers Lane Middleton Cheney OX17 2NU

[2024/2411/FULL](#) 18 Longburges Middleton Cheney OX17 2QD

[2024/1939/FULL](#) 24 Queen Street Middleton Cheney OX17 2NP

[2024/1243/FULL](#) 12 The Moors Drive Middleton Cheney OX17 2PN

24/122 **Reports from Ward Councillors**

To receive any reports and updates from Ward Councillors.

24/123 **Adoption of Financial Regulations - attached**

To review and adopt new Financial Regulations for 2024-25.

23/124 **Receipt of the Annual Internal Audit Report, YE 31st March 2024 Section 3 - attached**

To receive the Annual Internal Audit Report provided by W J McL. Marshall, CiLCA

Members to note

23/125 **Approval of the Annual Governance and Accountability Return, YE 31st March 2024 Section 1 - attached**

To consider and approve Section 1 of the Annual Return, Annual Governance Statement. *Chairman and RFO sign the Annual Governance Statement*

MIDDLETON CHENEY

Parish Council

23/126 Approval of the Annual Governance and Accountability Return, YE 31st March 2024
Section 2 - attached

To consider and approve Section 2 of the Annual Return, Accounting Statements. *Chairman signs Statements.*

24/127 ICC - attached

To receive Internal Controls Checklist for April 2024

24/128 West Northamptonshire The Local Plan Regulation 18 Draft (2024) - attached

To review response to Local Plan Draft as created by the Highways and Planning Committee.

24/129 Contracts tender – Christmas lights

To consider registering the design, supply and management of Christmas lights as a tender on Contracts Finder.

24/130 Contracts tender – Village maintenance

To consider creating a contract for village maintenance. Contract budget and full remit to be determined.

24/131 Village maintenance

To consider village maintenance matters including repair of carousel at Stanwell Park.

24/132 Remembrance Parade

To consider arrangements and associated costs for Remembrance Parade, November 2024.

24/133 The Big Help Out

To receive information from Playing Fields Association. To consider a request for involvement / support.

24/134 Energy supply contract

To consider Finance and Policy Committee recommendation of electricity supply contracts.

24/135 Cemetery data upload

To consider a quote for bulk data upload of graves ownership and occupancy.

24/136 Definitive Map Modification Order (DMMO) request, new right of way footpath.

On receipt of notices from 4 Councillors, the item resolved under 24/056 will be revisited.

24/137 Authorisation of Payments – (attached)

To approve and provide dual signatory on payments scheduled April 2024 – May 2024.

Recommendation: to approve schedule of payments.

24/138 Matters for information

24/139 Exclusion of press and public

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, and having regard to the confidential nature of the business to be transacted to consider, it is proposed that the Press and Public be excluded from the meeting for agenda items 24/140, 24/141, 24/142, 24/143.

24/140 Cemetery requirements

To consider current Cemetery provisions and long-term plans for land acquisition.

24/141 Staffing Requirements

To consider recommendations of HR Committee.

24/142 Operations management

To consider recommendations of HR Committee.

24/143 Resolution process.

To consider recommendations of HR Committee.

24/144 Next meeting

4th June 2024 – Highways and Planning Committee, 5th June 2024 – Finance and Policy Committee.

17th June 2024 – Full Council Meeting.

Signed: Pip Davis

Clerk and RFO to Middleton Cheney Parish Council.