11th January 2023

Councillors: You are hereby summoned to attend a meeting of the Parish Council on **Monday, 16th January 2023 at 7.15 p.m.** in the Parish Meeting Rooms for the purpose of transacting Parish Council business. **Pip Davis**

Clerk/RFO

**PARISH COUNCIL GENERAL MEETING**

**Venue: Parish Meeting Room**

**16th January 2023**

Join Zoom Meeting

Meeting ID   
Passcode

**23/01**  **Apologies for absence**

**23/02**  **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.

**23/03 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.

**23/04 Approval of minutes of meeting 19/12/2022** **– attached**

To receive and, if accepted, approve the minutes of the meeting of Council on Monday 19th December 2022.

**23/05** **Planning – letters, decisions and applications** – attached

To consider planning applications as outlined on the attached schedule.

**23/06** **VAS update**

Member’s instruction requested.

**23/07** **Open Spaces – Thenford road, Millers Way**

To receive updates from the assigned Task and Finish group regarding commuted sums for maintenance of development open spaces.

**23/08** **Authorisation of payments**

To approve and provide dual signatory on payments scheduled December 2022 - January 2023.

**23/09 ICC**

To receive internal monitoring report.

**23/10 Scheme of delegation** – attached

To consider the adoption of a Scheme of delegation.

**23/11** **Civility and Respect Pledge** - attached

To consider signing the Civility and Respect Pledge (NALC, SLCC, OVW).

Recommendation: Task and finish group (1 HR, 1 Finance & Policy, Clerk) to undertake the actions outlined in the pledge (attached) by March FCM.

**23/12** **Vexatious requests and complaints policy.**

To consider creating a policy to address vexatious requests and complaints.

Recommendation: Vexatious requests and complaints policy to be drafted for review by February FCM.

**23/13** **Sealed Knot 360 anniversary event** – attached

To consider hosting and funding 360 anniversary event.

**23/14** **King’s Coronation village events** – attached

To receive updates form the assigned Task and Finish group regarding organisational plans and residents’ opinion.

To consider Parish Council role in facilitating events.

**23/15 Purchase and use of a manual gritter**

To consider the purchase of a push-along gritter and meeting safety regulations on its use.

Recommendation: Members to consider H&S regulations and create a H&S policy to enable safe use of a gritter.

**23/16** **PMR Key safe**

To approve the purchase and installation of a key safe for clubs/organisations’ shared access for PMR rental.

**23/17** **Village maintenance works**

To consider maintenance works for the following items: PMR windows, Bus shelter, Dog waste bins, confirm items to repair at play areas.

**23/18**  **Allotments**

1. To consider a council recommendation to land owner of previous allotments area from quotes received.
2. To consider the process of leasing land from the land owner and advising local land user of council intentions.

**Recommendation:**

1. To make comparison quotes available to land owner along with council’s recommendation of works.
2. A Task and Finish group (3 members) to engage in negotiation with land owner to prepare a proposal for land leasing for allotment use for council’s consideration.

**23/19**  **Matters for information**

**23/20** **Exclusion of press and public**

It is proposed that, in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press are excluded from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

**23/21 Staffing matters  
23/22 Open spaces tender**

**23/23** **Next meeting** 20th February 2022 – Full Council Meeting. **Signed: Pip Davis** – Clerk / RFO to Middleton Cheney Parish Council.