



MIDDLETON CHENEY

Parish Council

Parish Meeting Room
Main Road
Middleton Cheney
Banbury
OX17 2LR

1st May 2024

Councillors: You are hereby summoned to attend the Annual Meeting of the Parish Council on **Tuesday 7th May 2024 at 7:15 p.m.** in the Parish Meeting Rooms for the purpose of transacting Parish Council business. The Press and Public are cordially invited. Members of the public and Councillors are advised that the meeting will comply with the Openness of Local Government Bodies Regulations 2014 subject to the efficient running of the meeting not being disrupted.

Pip Davis
Clerk and RFO

PARISH COUNCIL ANNUAL MEETING

Venue: Parish Meeting Room

7th May 2024

[Join Zoom Meeting](#)

Meeting ID: 962 9665 4286

Passcode: 850393

24/098 Apologies for absence

24/099 Election of Chairman for the Year 2024/2025

Chairman to sign Declaration of Office

24/100 Election of Vice Chairman for the Year 2024/2025

Vice Chairman to sign Declaration of Office

24/101 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.

24/102 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.

24/103 Minutes of Annual Meeting of the Parish Council of 9th May 2023

To ratify approval of minutes of the Annual Meeting of the Parish Council 2023.

24/104 To confirm Standing Committees of the Council

Finance and Policy, Human Resources, Amenities Highways & Planning for year 2024/25.

24/105 Appointment of members to existing committees

To confirm or change the membership of councillors to Standing Committees for year 2024/25.

24/106 Review of Terms of Reference and Scheme of Delegation

To adopt the Terms of Reference and Scheme of Delegation for year 2024/25.

24/107 Review and adoption of Standing Orders - attached

To confirm or change the Standing Orders for year 2024/25. Changes recommended by Finance and Policy Committee.

24/108 Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses - attached

24/109 Review of Code of Conduct – attached

No changes.

24/110 Review Effectiveness of Internal Audit - attached

24/111 Review Financial Risk Assessment - attached

No changes.

Clerk: 01295 713500 - Email: clerk@middletoncheney.org.uk

MIDDLETON CHENEY

Parish Council

24/112 Determine the time and place of ordinary meetings of the council up to and including the next annual meeting of the Council - attached

24/113 Next meeting 20th May 2024 - Full Council Meeting.

Signed: Pip Davis

Clerk / RFO to Middleton Cheney Parish Council.