

MARCHAM PARISH COUNCIL

To: All Members of the Council

You are hereby summoned to attend the annual meeting of the Parish Council to be held on Monday 13th May, 2024 at 7.30 p.m. in the village hall, Barrow Close, for the transaction of the business stated below.



Mrs. L.A. Martin
Clerk of the Council
(Tel: 01865 391833)

Orchard House,
90 Howard Cornish Rd.,
Marcham,
Abingdon,
Oxon. OX13 6PU

A G E N D A

1. Election of Chairman
2. Declaration of Acceptance of Office of Chairman
3. Apologies for Absence
4. Declarations of Interest
 - a) To receive declarations of interest from councillors on items on the agenda under consideration at this meeting.
 - b) To receive written requests for dispensations for disclosable pecuniary interests (if any)
 - c) To grant any requests for dispensation as appropriate
7. Election of Vice-Chairman
8. Minutes of the last meeting held on 8th April 2024

To approve the minutes of the last meeting held on 8th April, 2024 as a correct record of the meeting.
9. Matters arising from the meeting held on 8th April, 2024

Gozzards Ford milestone
This has now been repaired.
10. Public Participation

An opportunity for the public to bring parish matters to the attention of the Council.
11. Planning Applications
 - a) Decisions on previous applications
 - b) Applications dealt with prior to the meeting

P24/V0319/HH Loft conversion to provide new bedroom, dressing room and shower room. Installation of 3 rooflights to front roof slope, and 2 rooflights on side roof slope. (As amended by drawings received 28 March 2024, to set the proposed side facing rooflights at 1.7 metres above floor level)

17 Davies Edge

Comments: Council had no objection provided there was no loss of amenity from the installation of the new windows.

c) Applications for consideration at the meeting

P24/V0924/HH Single storey rear extension
13 North Street

P23/V2558/S73 variation to conditions on P21/V3297/FUL - revised landscaping
New dwelling
8B The Gap

12. District Councillor's Report
To receive a report on District Council matters.
13. County Councillor's Report.
To receive a report on County Council matters.
14. Neighbourhood Plan
To receive update report from the working group.
15. Community Facilities

New Play Area
To receive an update report from the working party.
16. Annual Meeting of Electors 15th May
To finalise the arrangements for the annual meeting of electors.
17. CPR/Defibrillator training 19th May
To finalise the arrangements for the CPR/defibrillator training.
18. Public Footpath 293/14/20 Church westwards to fork to Frilford/A415
To receive update report on works to this path.
19. Allotments
 - a) To receive update report from the working party.
 - b) To consider quotations for fencing.
 - c) To consider a suggestion for a community allotment should space be available.
20. Frilford Road Recreation Ground and Cemetery wall
To consider quotations for work to the walls

21. Accounts
 - a) To note the balances as at 31st March, 2024
 - b) To approve accounts for payment as per list circulated to members
 - c) Oxfordshire County Council Pension Fund (deferred from last meeting)
To note the new Administration Strategy for the Pension Fund became operational with effect from 1st January, 2024. There is a requirement for the Parish Council to agree discretionary policies for submission to the County Council.
To consider the mandatory sections of the draft policy summary.
 - d) To consider signatories to the accounts.
22. Appointments
To appoint members to the following groups.
 - (i) Appointment of Planning Working Group (2)
 - (ii) Appointment of Representative to attend the meeting of the Oxfordshire Association of Local Councils (1)
 - (iii) Appointment of Representatives to the Churchyard Working Party (2)
 - (iv) Appointment of MAD News Correspondent (1)
 - (v) Appointment of members to a working party to “review the effectiveness of internal audit”. (2)
 - (vi) Appointment of members to parishioner of the year working party (2).
 - (vii) Appointment of members to a s. 106 / hall working party to consider planning obligation and funding available for village projects, to include review of community facilities/management of hall leases, and related issues. (3)
 - (viii) Nomination by the Parish Council of an MCG Trustee to hold office for one year.
 - (ix) Appointment of members to a play area working party to consider children’s play provision and youth shelter.
 - (x) Appointment of members to an allotment working party to consider the management of the allotment sites.
 - (xi) Appointment of members to a “green” working party to consider footpaths, environment and climate change.
 - (xii) To consider membership of the staff committee.
23. To review and adopt data protection policy and privacy notice
24. a) To review standing orders and investment policy
b) To note NALC has recently issued revised suggested financial regulations.
These will be reviewed at a future meeting. Until then existing financial regulations remain effective.
25. To review the Council’s complaints procedure
26. To review grants policy
27. To note and review land and assets of the Council
28. To consider representation of Council at other outside meetings, and arrangements for reporting back.
29. To review subscriptions to other bodies
30. To confirm insurance cover in respect of all insurable risks.

31. Matters raised by members for information

32. Items for MAD News

33. Exclusion of Public

To move that in accordance with s. 1(2) Public Bodies (Admissions to Meetings) Act 1960 that the public be excluded from the meeting during consideration of the following item on the grounds that publicity would be prejudicial to the public's interest by reason of the confidential nature of the business to be transacted

Legal matter – Access rights over Parish Council land.

To receive update report

34. Date of Next Meeting: The next meeting is scheduled to take place on Monday 10th June, 2024 in the village hall, Barrow Close.