

BLACKTHORN PARISH COUNCIL
North End House, Blackbull Lane, Fencott, Kidlington, Oxon. OX5 2RD
Tel No: 01865 331 481 - Fax No: 01865 331 653 – Email: clerkblackthorn@gmail.com

To Members of the Council:	You are hereby summoned to attend the Meeting of Blackthorn Parish Council on Thursday 7 April 2016 at 7.30pm at Blackthorn Village Hall - the business to be transacted is listed in the Agenda below: <i>Signed: T. Charlesworth</i> Clerk to the Parish Council.	
Members of the public are welcome to attend during 7.30pm and 7.45pm when they can ask questions or express their views.		
Agenda:		
Item No	Topic	Action
1	To accept apologise for absence:	
2	To receive declarations of a Disclosable Pecuniary Interest¹ Register of Members' Interests: Review.	
3	To confirm the Minutes of: The Blackthorn Parish Council Meeting held on 17 March 2016 at 7.30pm and to sign as a correct record.	
	Guest:	
4	Planning: C.D.C. B. Duxbury:	
5	Matters for Report (See Appendix 1): Annual Inspection:	Clerk/RFO
6	Parish Council Elections: Update.	
	Discussion Time (One Hour: projects to be rotated into the slot throughout the year):	
7	Project Reports: (See Appendix 2):	
	7.1: Emergency and Community Planning:	Working Group
	7.2: Drainage: Diversion of pumps along the ditches of the A41 into the River Ray: Update from Network Rail.	AS Clerk
	7.3: Traffic Calming: Update:	RR/EB
	7.4: Allotments: - Issuing of new 'Tenancy Agreement' and rent reminder: Update. - Vacant Allotment: Update.	RB/Clerk
	7.5: Land Adjacent to Village Hall: Update.	JL
	7.6: Play Area: Parking Area: Update	Clerk
8	Superfast Broadband/Internet Cafe: Update.	
9	Finance (See Appendix 3):	
	9.1: To accept the list of accounts paid prior to the meeting and receipts received and to approve payment of invoices.	RFO
	9.2: Bank Access/Signatories: Update on third signatory: 'Appointment of Bankers' form to be signed before change of signatory can be authorised. Update.	AS
	9.3: Bank Reconciliation to date: To be approved.	RFO
	9.4: Budget Comparison to Date: PC to consider and approve Grass Cutting:	RFO
	9.5: Quotes: Consider/approve.	BPC
	9.6: V.A.T: Update. Spreadsheet: Consider/approve.	BPC
	9.7: End of Year Accounts 31 March 2015: BDO - Notice of the annual review of accounts for the year ending 31 March 2016.	

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Notes on declaration of interest

The Code requires that, at a meeting, where a member or co-opted member has a disclosable pecuniary interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. **It is essential that members and co-opted members do this clearly, in order that the disclosure may be recorded, which will protect the member in the event of a subsequent allegation.**

The requirement to disclose such interests is applicable from 1 July 2012, whether or not the interests have been notified to the Monitoring Officer. The Council will include an appropriate item on agendas for all meetings, to facilitate this. Parish Clerks are also encouraged to include such an item on the agenda for all meetings of their council and any committees.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the **nature** as well as the **existence** of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

However, the requirement in paragraph 0 not to participate does not apply in the event of a dispensation having been granted.

	Date selection 2015/16:	
	9.8: Internal Auditor: Arrow Accounting – Consider/approve Letter of Engagement.	BPC
	9.9: Publication of financial documents in Line with Transparency Code: Update.	JL
10	Planning Matters (See Appendix 4):	BPC
	10.1: New Applications:	
	None at time of printing.	BPC
	10.2: Decision Notices:	BPC
	None at time of printing.	
	10.3: Withdrawal Notices:	BPC
	None at time of printing.	
	10.4: Planning Issues:	BPC
	Barton Willmore – Springfield Farm, Ambrosden:	
	Ambrosden PC: Invite to Chairman: Update	JL
	Blackstone Farm: Update.	RR
	David Lock Associates - Town Planning and Urban Design – Land North of Blackthorn Road, Ambrosden: Public Exhibition on 28 January 2016 between 2pm and 8pm at Ambrosden Village Hall, Merton Road. OX25 2LZ .	BPC
	C.D.C. – Strategic Planning & the Economy – Notification of Planning Policy Consultations: (See Appendix 4).	BPC
	C.D.C. - Strategic Planning & the Economy – Notification of consultation on the Cherwell Community Infrastructure Levy (CIL) Preliminary Draft Charging Schedule. (See Appendix 4).	
11	Correspondence/Emails: (See Appendix 5): (B.P.C.228): Comments to be considered and any action approved.	
12	Website/Parish Magazine: Items to be approved for publishing.	
13	Effectiveness of Internal Audit: (See Appendix 7): Consider/approve monitoring process.	Clerk/RFO
14	Clerk: (See Appendix 7) Clerk's Contract – Auto Enrolment - Pension Scheme: Update.	BPC/Clerk/RFO
15	Neighbourhood Watch: Update.	BPC
17	Matters for Further Information or Discussion at the Next Meeting:	
18	Date of Next Meeting :	
	May 2016 at 7.30pm in Blackthorn Village Hall: Date to be approved 12 th or 19 th .	BPC
	NB: Annual Council meeting - MUST be held on the date the newly elected Councillors come into office (on Monday 9 May), or within 14 days of that date. First business is election of Chairman (previous to preside).	

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