

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 December 2017 at 7.30pm in Blackthorn Village Hall - the business to be transacted is listed in the Agenda below: Signed: T. Charlesworth Clerk to the Parish Council.	
Members of the public and press 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 Interest ¹ Register of Members' Interests: Annual Review.		
3	To confirm the Minutes of: The Meeting of Blackthorn Parish Council held on 5 October 2017 at 7.30pm and to sign as a correct record.		
4	Co-option: Update and signing of 'Declaration of Acceptance of Office'.		
5	District Cllrs: D. Hughes and I. Corkin.		
6	Matters for Report (See Appendix 1):		Clerk
Discussion Time (One Hour: projects to be rotated into the slot throughout the year): full reports would be presented at the Annual Parish Meeting of Blackthorn.			
7	Project Reports: (See Appendix 2):		
	7.1: Emergency and Community Planning:		Working Group
	7.2: Drainage: Update on work being carried out by O.C.C. Highways. Diversion of pumps along the ditches of the A41 into the River Ray: Consider/approve draft letter to Network Rail: Chairman Cllr. JL to revisit information provided by Clerk.		EB/AS
	7.3: Allotments: Vacant Allotment: Update.		Clerk/RFO
	7.4: Traffic Calming: VAS Equipment: Update.		RR
	7.4: Play Area: - Parking Area: - Update on provision of parking spaces: Consider/approve:- - Quote for proposed phase 1. - Tarmac Area: Quote for proposed phase 2. - Leasing of Land: Update. - Housing Association: Update. - Nuisance/Rubbish Issues: Update on purchase of park 'rules' notice sign and removal of frog bin and picnic table. - Bark: Update		JL/AS
	7.5: Grass Cutting: O.C.C. – Communities - Grass Cutting in Blackthorn –formal legal agreement made under S101 of the Local Government Act 1972: Consider/approve amendments and signing agreement.		JL
8	Superfast Broadband: Internet Café: Update.		JL
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

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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.

	9.2: Bank Reconciliation to date: To be approved.	RFO
	9.3: Budget Comparison to Date: PC to consider and approve	RFO
	9.4: Quotes: Consider/approve.	BPC
	9.5: V.A.T: ▪ Spreadsheet: Consider/approve.	BPC
	9.6: End of Year Accounts 31 March 2018: ▪ Arrow Accounting: Letter of Engagement and Checklist for 2017/18: Consider/approve. ▪ Smaller Authorities Audit Appointments (S.A.A.A.) – Notification of external auditors appointments for the 2017-18 financial year	BPC
	9.7: Scottish Widows Bank Changes to your Savings Account Conditions.	BPC
	9.8: Barclays Bank Plc – ‘We’re making important changes updating your terms, and creating our ring-fenced bank’.	BPC
	9.9: Budget 2018/19: Consider amended draft figures.	RFO
10	Planning Matters (See Appendix 4):	BPC
	10.1: New Applications:	
	▪ Application No: 17/02057/F – Applicant’s Name: Melvyn Atherton & Elaine Mackenzie. ▪ Application No: 17/02154/F – Applicant’s Name: Mrs Clare Chennells.	BPC
	10.2: Decision Notices: ▪ None.	BPC
	10.3: Appeal Notices: ▪ APP/C3105/D/17/3180877 - 1 The Cottage, Blackthorn Hill, Blackthorn, Bicester, Oxfordshire OX25 1TJ.	
	10.3: Withdrawal Notices: ▪ None at time of printing.	BPC
	10.4: Planning Issues: ▪ C.D.C. - Notification of Planning Policy Consultations - Draft Developer Contributions Supplementary Planning Document (SPD) - Draft Design Guide Supplementary Planning Document (SPD) - The consultation period extends from Thursday 23 November 2017 to Thursday 21 December 2017 – Rec/d 22.11.17.	BPC
11	Data Protection Regulations: Consider/approve action.	BPC
12	Correspondence/Emails: (See Appendix 5): (B.P.C.240): Comments to be considered and any action approved:	
13	Website/Parish Magazine/Issues raised through ‘Facebook’ - : Items to be approved for publishing. ▪ Update on PC Website: ▪ Publication of financial documents in line with Transparency Code: Update	Working Group
14	Neighbourhood Watch: Update.	BPC
15	Parish Council Liaison Person: Update.	DP
16	Village Matters: Reported incidents: ▪ Dangerous hole at south end of Lower Road where Thame Road pavement ends: Cllr. RL to take a photograph and report on ‘Fix My Street’: Update. ▪ Weir Farm: Visibility splays and ditch clearance. Update.	RL
17	Matters for Further Information or Discussion at the Next Meeting:	
18	Date of Next Meeting :	
	Consider/approve list of proposed dates for 2018/19	BPC

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