

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 a Meeting of Blackthorn Parish Council on Thursday 2 February 2017 at 7.30pm at Blackthorn Village Hall - the business to be transacted is listed in the Agenda below: <i>Signed: J. Lamont</i> Chairman 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: Chairman Cllrs. DP and RB.	
2	To receive declarations of a Disclosable Pecuniary Interest¹	
3	To confirm the Minutes of:	
	The Meeting of Blackthorn Parish Council held on 1 December 2016 at 7.30pm.	
4	Guests: Representatives for the Church Leys, Ambrosden; proposed Planning Application: Jonathan Porter – Archstone, Elaine Connolly - Bellway Homes and Max Thurgood - Clarke Bond (engineers).	
5	Matters for Report (See Appendix 1):	
	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.	
6	Project Reports: (See Appendix 2):	
	6.1: Emergency and Community Planning:	Working Group
	6.2: 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.	JL
	6.3: Allotments: - Issuing of new 'Tenancy Agreement' and rent reminder: Update. - Vacant Allotment: Update.	Clerk/RFO
	6.4: Play Area: Parking Area: - Update on provision of parking spaces: Consider/approve:- - Quote to provide grass creted area and fencing including update regarding pile driven poste: - Housing Association: Update. - Tarmac Area: Consider the use of roll-in reinforcement mesh for this and the turf area. Nuisance/Rubbish Issues: Consider/approve purchase of a park 'rules' notice sign: Annual Inspection Report: Bark: Update	JL Clerk BPC JL Clerk
7	Superfast Broadband: Internet Café: Update.	
8	Finance (See Appendix 3):	
	8.1: To accept the list of accounts paid prior to the meeting and receipts received and to approve payment of invoices. Consider/approve use of New Homes Bonus 2016/17.	
	8.2: Bank Reconciliation to date: To be approved.	RFO
	8.3: Budget Comparison to Date: PC to consider and approve. Grass Cutting Grant 2016/17: Clerk/RFO had followed up and resent invoice as advised.	RFO
	8.4: Quotes: Consider/approve. - Grass Cutting Contract 2017: Consider/approve amendments to specification. - Traffic Calming Gates: Quotes for painting.	BPC
	8.5: V.A.T: - Spreadsheet: Consider/approve. - Website: To confirm receipt of VAT invoice.	BPC Clerk/RFO
	8.6: End of Year Accounts 31 March 2017: Consider/approve Letter of Engagement – Arrow Accounting: C/fwd.	BPC
	8.7: Annual Review of following Documents: Risk Assessment: Consider/approve any updates. Asset Register: Consider/approve any updates.	

	- Financial Regulations: Consider/approve any updates. - Effectiveness of Internal Audit: Consider/approve any updates.	BPC
9	Planning Matters (See Appendix 4):	
	9.1: New Applications: - Application No: 16/02370/F - Applicant's Name: Bellway Homes Limited and Archstone Ambrosden Limited (Item No: 4 on the agenda). - Application No: 16/02611/OUT – Applicant's Name: Hallam Land Management Ltd.	BPC
	9.2: Decision Notices: None at time of printing.	BPC
	9.3: Withdrawal Notices: None at time of printing.	BPC
	9.4: Planning Issues: - C.D.C. – Strategic Planning & the Economy – Notification of planning Policy Consultations: - Workshop – John Paul Centre: Update.	BPC BPC DP
10	Correspondence/Emails/Issues Raised through 'Facebook' page: (See Appendix 5): (B.P.C.232): Comments to be considered and any action approved.	
11	Matters for Further Information or Discussion at the Next Meeting:	
12	Website/Parish Magazine: Items to be approved for publishing. - Update on PC Website: - Parish Council contact details: Notice board: Update. - Village News Collector: Update. - Publication of financial documents in line with Transparency Code: Update.	JL
13	Village issues: - Parking on Pavements: Update. - Overgrown hedges encroaching pavement: Update.	
14	Neighbourhood Watch: To approve contact: Clerk to advise PC Tony Alderman.	BPC
15	Matters for Further Information or Discussion at the Next Meeting:	
16	Date of Next Meeting : 6 April 2017 in Blackthorn Village Hall at 7.30pm.	

ⁱ 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 above not to participate does not apply in the event of a dispensation having been granted