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1 *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.

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	8.2: Bank Reconciliation to date: To be approved.	RFO
	8.3: Budget Comparison to Date: PC to consider and approved. Clerks Pay: Review payment method: Barclays Bank Plc –Standing Order Request – Update.	RFO
	8.4: Quotes: Consider/approve.	BPC
	8.5: V.A.T: Spreadsheet: Consider/approve.	BPC
	8.6: End of Year Accounts 31 March 2019: Arrow Accounting – Checklist: - Documents for review: - Asset Register: - Financial Regulations: Model version updated 2016. - Standing Orders: New Model updated 2018.	BPC
	8.7: Barclays/Scottish Widows: - Change of Bank Signatories. - Barclays Bank Plc. – Account information needs updating:	BPC/RFO
	8.8: Grass Cutting Contract: Review of rolling contract for 2019/20 – 2020/21.	BPC
9	Planning Matters (See Appendix 4):	BPC
	9.1: New Applications: - To consider any new applications received. - Application No: 18/01828/F - Application No: 18/01980/F	BPC
	9.2: Decision Notices: To consider any new notices received.	BPC
	9.3: Appeal Notices: None.	
	9.3: Withdrawal Notices: None at time of printing.	BPC
	9.4: Planning Issues: - Oxford-Cambridge Expressway: Update. - Blackthorn Meadow: Clarification of Parish Council responsibilities.	BPC Clerk
10	Website: - Update on the running of the website: - Navitas Design Ltd: Update.	RL
11	Data Protection Regulations: - Adoption/Approval of Draft Documents: Consent form. - Registration with ICO: Update. - Domain Name: Update on linking email addresses with the website. - UK based website provider: Update.	RL/BPC JL RL RL
12	Correspondence/Emails: (See Appendix 5): (B.P.C.252/253): Comments to be considered and any action approved:	
13	Website/Parish Magazine/Issues raised through 'Facebook' - : Items to be approved for publishing. Publication of financial documents in line with Transparency Code: Update	Working Group
14	Neighbourhood Watch: Update.	BPC
15	Parish Council Liaison Person: To approve election of new representative.	BPC
16	Village Matters: Reported incidents: To consider any matters that have been raised.	BPC
17	Matters for Further Information or Discussion at the Next Meeting:	
18	Date of Next Meeting : 4 April 2019 at 7.30pm in Blackthorn Village Hall. 2 May 2019: Scheduled meeting to be changed as election date is 2 May.	BPC

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