

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 June 2018 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: Apologies received from Cllr. DP.	
2	Chairman: Declaration of Acceptance of Office to be signed.	
3	To receive declarations of a Disclosable Pecuniary Interest¹ ▪ Register of Members' Interests: Annual Review.	
4	To confirm the Minutes of: ▪ The Annual Meeting of Blackthorn Parish Council held on 17 May 2018 at 7pm and to sign as a correct record. ▪ The Annual Meeting of Blackthorn Parish held on 17 May 2018 at 7.30pm and to sign as a correct record.	
5	Co-option: To consider/approve any applications for the vacancy.	
6	District/Couny Cllrs: D. Hughes and I. Corkin. ▪ Oxford to Cambridge Expressway: Preferred route to be published in July.	
7	Matters for Report (See Appendix 1): ▪ Application No: 18/00211/F.	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.	
8	Project Reports: (See Appendix 2):	
	8.1: Emergency and Community Planning:	Working Group
	8.2: 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: Update. ▪ Village Plan for Water Management: To discuss. ▪ Blackthorn Brook: Update of ownership. ▪ A41 – Responsibility for Maintenance: Meeting with Highways Agency/O.C.C. and C.D.C. to be held on 14 June.	AS RR
	8.3: Traffic Calming: ▪ VAS Equipment: Update.	RR
	8.4: Play Area: ▪ Parking Area: ➤ Update on provision of parking spaces: Consider/approve:- ➤ Quote for proposed phase 1. ➤ Tarmac Area: Quote for proposed phase 2. ➤ Housing Association: Update. ➤ Meeting with B. Duxbury, C.D.C: Update. ▪ Nuisance/Rubbish Issues: Update on purchase of park 'rules' notice sign and removal of frog bin and picnic table: No update. ▪ Bark: Update. ▪ Flooding: Update.	JL/AS
	8.5: HS2: Proposed meeting.	RB
9	Finance (See Appendix 3):	

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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.

	9.1: To accept the list of accounts paid prior to the meeting and receipts received and to approve payment of invoices.	RFO
	9.2: Bank Reconciliation to date: To be approved.	RFO
	9.3: Budget Comparison to Date: PC to consider and approved. Clerks Pay: Review payment method: Barclays Bank Plc – Important Information about your recent Standing Order Request – Further information and signing required.	RFO
	9.4: Quotes: Consider/approve.	BPC
	9.5: V.A.T: - Spreadsheet: Consider/approve. - VAT Claim: Update.	BPC
	9.6: End of Year Accounts 31 March 2018: To consider/approve accounts.	RFO
	9.7: Parish Remuneration: Consider/approve action.	BPC
10	Planning Matters (See Appendix 4):	BPC
	10.1: New Applications: None at time of printing.	BPC
	10.2: Decision Notices: Application No: 18/00048/F.	BPC
	10.3: Appeal Notices: None.	
	10.3: Withdrawal Notices: None at time of printing.	BPC
	10.4: Planning Issues: None at time of printing.	
11	Website: Update on the running of the website.	RL
12	Data Protection Regulations: - Adoption/Approval of Draft Documents: - Registration with ICO: Update. - Domain Name: Update on linking email addresses with the website. - UK based website provider: Update. - B.P.C.245(09): SLCC – News Bulletin - This latest Bulletin starts with the welcome news that the House of Commons has accepted a Government amendment to the Data Protection Bill which, once the Bill has been enacted, will exempt all town, parish and community councils from the requirement to appoint a Data Protection Officer. All other requirements of the GDPR will apply and will come into force on 25th May – Rec/d by email 11.5.18.	BPC
13	Correspondence/Emails: (See Appendix 5): (B.P.C.245): Comments to be considered and any action approved:	
14	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
15	Neighbourhood Watch: Update.	BPC
16	Parish Council Liaison Person: Update.	DP
17	Village Matters: Reported incidents: Footpaths/Bridleways: Volunteer Warden: Update.	RL
18	Matters for Further Information or Discussion at the Next Meeting:	
19	Date of Next Meeting : 5 July 2018 at 7.30pm in Blackthorn Village Hall.	BPC

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