

BLACKTHORN PARISH COUNCIL
North End House, Blackbull Lane, Fencott, Kidlington, Oxon. OX5 2RD
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To Members of the Council:	You are hereby summoned to attend an Extraordinary Meeting of Blackthorn Parish Council on Thursday 2 March 2016 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:	
2	To receive declarations of a Disclosable Pecuniary Interestⁱ	
3	To confirm the Minutes of:	
	The Meeting of Blackthorn Parish Council held on 1 December 2016 at 7.30pm.	
4	Matters for Report (See Appendix 1):	
5	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. (Appendix 2)	
	5.1: 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
	5.2: Allotments: - Issuing of new 'Tenancy Agreement' and rent reminder: Update. - Vacant Allotment: Update.	Clerk/RFO
	5.3: Play Area: John Hicks & Associates Annual Inspection 2017: Consider/Approve.	BPC
	5.4: Grass Cutting: O.C.C. – Communities - Grass Cutting in Blackthorn –formal legal agreement made under S101 of the Local Government Act 1972: Consider/approve signing agreement.	BPC
6	Finance (See Appendix 3):	
	6.1: 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.	RFO BPC
	6.2: Bank Reconciliation to date: To be approved.	RFO
	6.3: 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
	6.4: Quotes: Consider/approve. Traffic Calming Gates: Quotes for painting.	BPC
	6.5: V.A.T: Spreadsheet: Consider/approve. Website: To confirm receipt of VAT invoice.	RFO/BPC
	6.6: 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.	RFO/BPC
7	Planning	
	7.1: New Applications: - Planning Application – Application No: 1700272/F – Applicant's Name: Ms Katie Reynolds. - Planning Application – Application No: 17/00145/F - Applicant's Name: Mr H.L Foster.OS Parcel 9635 North East Of HM Bullingdon Prison Widnell Lane Piddington	BPC
	7.2: Decision Notices: None at time of printing.	BPC
	7.3: Withdrawal Notices: None at time of printing.	BPC
	7.4: Planning Issues: - C.D.C. – Strategic Planning & the Economy – Notification of planning Policy Consultations: ➤ Workshop – John Paul Centre: Update.	BPC DP

	Invitation to Piddington's Open Meeting regarding planning for a gypsy/traveller caravan:	
8	Correspondence/Emails/Issues Raised through 'Facebook' page: (See Appendix 5): (B.P.C.232): Comments to be considered and any action approved.	
9	Neighbourhood Watch: To approve contact: Clerk to advise PC Tony Alderman.	BPC
10	Effectiveness of Internal Audit: Consider/approve monitoring process:	
	Podio: Review of Podio usage and setting tasks and multiplications: Consider/approve recommendations.	RL
11	Matters for Further Information or Discussion at the Next Meeting:	
12	Date of Next Meeting :	
	6 April 2017 at 7.30pm in Blackthorn Village Hall: 4 May 2017: Review proposed meeting date for Annual meetings due to elections.	PC

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