

Appendices to Agenda 7 April 2016: The following form part of that agenda.			
Agenda No:	Topic	Action	
4	Appendix 1: Matters For Report:		
	John Hicks & Associates advised to carry out inspection.		
7	Appendix 2: Project Reports:		
	7.4: Allotments: - Update regarding Mr & Mrs Mack. 7.5: Land Adjacent to Village Hall:- - Letter to trustees: Update. 7.6: Play Area: - Parking Area: Allocation of spaces to play area: Marking of bays update.		
9	Appendix 3: Finance:		
	9.1: Invoices Paid Prior to the Meeting:		
	None.		
	9.2: Payments:		
	- Clerk's Pay/Exp February 2016. P. Morrissey – April 2016 - £10.00.		
	Website: To consider/approve annual costs be transferred for payment through the PC by either 'Standing Order' or 'Direct Debit':		
	Receipts:		
	None.		
	9.4: Budget Comparison:		
	- Grass Cutting: - Consider ex-gratia payment (look at accounts prior to next meeting).		
	9.6: VAT:		
	Debt: Confirm how the PC writes the debt off.		
	BDO – Notice of the annual review of accounts for the year ending 31 March 2016 – Submission Date 25 July 2016 (submit annual return and supporting documentation) – Exercise of Public Rights commences 30 June 2016 for a period of 30 working days to include the first 10 working days of July and will end on 10 August 2016 – Notice to be displayed – Approval of accounts to take place after approval of Section 1 the Annual Governance Statement (this is a change from previous years) and as soon as practically possible or in any event no later than 30 June 2016 – Publication of annual return as soon as possible after completion of annual review or in any event no later than 30 Sept 2016 – Rec/d 21.3.16.		
10	Appendix 4: Planning Matters:		
	10.1: New Applications:		
	- C.D.C. – Public Protection & Development Management – Town and Country Planning Act 1990 Consultation – Planning Application – Application No: 155/02316/OUT – Applicant's Name: Mr Warren Francis Reid – Proposal: Outline – Proposed development of up to 69,677sqm (750,000 sq feet) of logistics floorspace, within Class B8 of the Town and Country Planning use classes order of 1987, with ancillary Class B1(A) Offices, together with associated site infrastructure including lorry parking, landscaping and sustainable drainage with details of means of access included for approval – Location: OS Parcel 0070 Adj and North of A41 London Road Bicester – Parish(es): Ambrosden – Rec/d 8.1.16. - C.D.C. - Strategic Planning & the Economy – Town & Country Planning Act 1990 Consultation – Planning Application – Application No: 16/00239/CLUE – Applicant's Name: Mr Arthur Richards – Proposal: Certificate of Lawfulness of existing use of The Barn as an independent Dwelling (C3) – Location: The Barn Fir Tree Farm Lower Road Blackthorn Bicester OX25 1TG – Parish(es): Blackthorn – Rec/d 13.2.16 - Respond by 3 March 2016. - C.D.C. – Public Protection & Development Management – Town and Country Planning Act 1990 Consultation – Planning Application – Application No: 16/00256/F – Applicant's Name: Ms Sandra Delderfield – Proposal: Change of use of agricultural land to garden use – Location: 2 The Cottage Blackthorn Hill Blackthorn Bicester OX25 1TJ – Parish(es): Blackthorn – Rec/d 29.2.16 – C/fwd to next meeting – Emailed – Respond by 18 March 2016.		
	10.2: Decision Notices:		
	None at time of printing.		
	10.3: Withdrawal Notices:		
	None at time of printing.		
	10.4: Planning Issues:		
	- C.D.C. – Strategic Planning & the Economy – Notification of Planning Policy Consultations: Partial Review of the Cherwell Local Plan (Part 1): Oxford's unmet housing need – Issues Paper – Cherwell Local Plan 2011-2031 (Part 2): Development Management Policies and Sites – Issues Paper – Draft Statement of Community Involvement – Comments invited with the consultation period extending to 11 March 2016 – Rec/d 30.1.16 – Can be viewed at www.cherwell.gov.uk/policypublicconsultation. - C.D.C. - Strategic Planning & the Economy – Notification of consultation on the Cherwell		

11	Community Infrastructure Levy (CIL) Preliminary Draft Charging Schedule – Regulation 15 of the Community Infrastructure Levy (CIL) Regulations (2012; as amended) – Comments invited period extended to 25 March 2016 - www.cherwell.gov.uk/policypublicconsultation .	
	▪ Appendix 5: Correspondence: ▪ 11.1: B.P.C.228(15): Network Rail – Important Safety Notice regarding Rail Electrification – from 27 May 2016 the overhead lines and associated infrastructure along the Great Western Route should be treated as “live” at all times – Programme of commencement of key construction activities – Rec/d 19.3.16 – Scanned and emailed	
13	▪ 11.2: B.P.C.227(05): C.D.C. – Regeneration & Housing – Rural Housing Pack – Approved Allocation Scheme June 2015 Final Version - Information in the pack can be found on the website	JL
14	Appendix 6: Effectiveness of Internal Audit: <i>‘No: 5 ‘Be Forward Looking’:</i> Need to develop a monitoring process to ensure that correspondence is being responded to – Clerk to submit proposals by 30 June 2016.	Clerk/RFO
	Appendix 7: Clerk: ▪ Auto-enrolment Pension Scheme: In accordance with checklist:- ▪ Choose a pension scheme (or check your existing one) ▪ Assess and enrol your staff ▪ Enrol your staff into the pension scheme(s) you’re providing for them. ▪ Write to your staff (You must write to your staff to let them know how automatic enrolment applies to them within six weeks of your staging date). ▪ Your ongoing automatic enrolment duties ▪ Pay regular contributions, keep records of your automatic enrolment activities and monitor the ages and earnings of your staff (including new starters) and enrol them if they become eligible. ▪ Complete your declaration of compliance ▪ Let us know how you’ve met your automatic enrolment duties by completing your declaration of compliance. Even if you haven’t had to automatically enrol anyone, you must still complete your declaration.	