

BLACKTHORN PARISH COUNCIL

[Blackthorn Parish Council Website](http://www.blackthornparishcouncil.org.uk)

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 the Meeting of Blackthorn Parish Council on Thursday 9 March 2023 at 7.30pm at Blackthorn Village Hall. Signed: <i>T. Charlesworth</i> 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:		
2	To receive declarations of a Disclosable Pecuniary Interest' ▪ Register of Members' Interests: Annual Review.		
3	To confirm the Minutes of:		
	3.1: The Parish Council Meeting held on 9 February 2023 at 7.30pm.	BPC	
4	Vacancy/Co-option: Consider applications.	BPC	
5	District/County Cllrs: County Cllr. I. Corkin, District Cllrs: Gemma Coton and A. Patrick.		
6	Matters for Report: (See Appendix 1):	Clerk	
7	Civility & Respect Pledge: Addressing processes before putting in place: i. Dignity at Work Policy: Review. ii. To put in place a training programme for councillors and staff.		
8	▪ Project Reports: (See Appendix 2):		
	8.1: Drainage/Flooding: a. River Bank Repairs/Network Rail: Update. b. Blackthorn Brook: Update.	JL/RR	
	8.2: Traffic Calming: a) Village Plan: Review of proposals: i. 20mph Limit Application: Update. ii. Consultation: Update. b) Consider/Approve application for the Electoral Role if suitable for purpose. c) White Traffic Calming Gates: Update.	CHS CHS CHS/JL/RL BPC RL	
	9.3: Play Area: a) Car Park: Update. b) Inspection Report: To review.	JL	
9	Finance: (See Appendix 2):		
	9.1: To accept the list of accounts paid prior to the meeting and receipts received and to approve payment of invoices. a. Accounts Paid Prior to meeting: b. Receipts: Accounts for payment:	RFO	
	9.2: Bank Reconciliation to date: To be approved. ▪ Internal Controls: Review.	RFO	
	9.3: Budget Comparison to Date: PC to consider and approved.	RFO	
	9.4: V.A.T: Spreadsheet: Consider/approve.	BPC	
	9.5: Quotes: a. Allotments: Post. a. Horse Signs.	BPC	
	9.6:End of Year Audit 2021/22: a. Internal Auditor Report: Actions from report – Appendix 2. i. Reserves Policy: To review. ii. Staff Appraisals: Update. iii. Payroll Controls: Update. iv. Document Management: Update.	RFO/RL/BPC JL JL/Clerk/RFO Clerk	
	9.7: End of Year Audit 2022/23: a. Internal Audit: List of questions: Update.	Clerk/RFO	
	9.8: Grant/Funding Opportunities: a. Funding for Community Groups: b. Jubilee Village Hall Grant:	BPC	
10	a. Planning Matters: (See Appendix 3):	BPC	
	10.1: New Applications: a. None at time of printing.	BPC	
	10.2: Decision Notices:	BPC	

	a. None at time of printing.	
	a. 11.3: Appeal Notices: None at time of printing.	BPC
	a. 11.4: Withdrawal Notices: None at time of printing.	BPC
	10.5: Planning Issues: a. Network Rail: Update. b. CPRE - Abingdon Reservoir & 5 Year Housing Land Supply Rules - KEY CONSULTATIONS. c. O.C.C. - Oxfordshire Minerals and Waste Local Plan – Update - Ahead of this consultation, we are about to undertake a 'Call for Sites' exercise that will be running from Wednesday 1st March to Wednesday 12th April 2023.	RB
11	Data Protection Regulations: a. Generic Email Addresses: i. To consider/approve new secure email system.	BPC
12	Training: To consider/approve training opportunities. ii. OALC - evening of 23 rd February, 7-8pm – Free training for Clerks – Training opportunities for clerks, councillors and council as a corporate body. iii. SLCC – Civility & Respect Training.	
13	Correspondence/Emails: (See Appendix 4): (B.P.C.299): Comments to be considered and any action approved on any items not already considered as part of the agenda: a. BPC302(21) SLCC - Consultation on revising the National Policy Planning Policy Framework (NPPF). b. B.P.C.302(33) Gigaclear Ultra Fast Broadband Build Update - Ambrosden, Blackthorn & Merton. c. BPC302(40) Keep Britain Tidy - Will your town or parish council support the Great British Spring Clean 2023? d. BPC302(41) (R) C.D.C. - Spring Clean 2023 - The Spring Clean will start on 24 March 2022 and run until 17 April 2022 which also coincides with the Keep Britain Tidy Great British Spring Clean – Completed form by 30 March 2023. e. BPC302(43) O.C.C. – Parish Planting - contractors will starting planting works Cherwell on 27th February 2023 and we aim to complete the planting works across the District within the next 6 weeks. f. BPC303(04): CFO. - Community Emergency Plans (CEP).	BPC
14	a. Website /Issues raised through 'Facebook': Items to be approved for publishing.	Clerk
15	Parish Council Liaison Person: a. To review the liaison role. a. Launton and Marsh Gibbon Parish Councils: Update.	AS/BPC
16	Village Matters: Opportunity to raise issues of concern. a. Tree at the corner of Elm Close: Update on investigation. b. Elm Tree Close: Street lamps update on ownership.	Clerk/BPC
17	b. Matters for Further Information or Discussion at the Next Meeting:	
18	Date of Next Meeting:	
19	a. Meetings for 2023/24: To be approved. i. Parish Council Meeting: 13 April 2023 at 7.30pm to be confirmed. ii. Annual Parish Council Meeting following an Election: To confirm date. iii. Annual Parish Meeting of Blackthorn: To confirm date.	BPC

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, this does not apply in the event of a dispensation having been granted.