

BLOXHAM PARISH COUNCIL

MONDAY 5 NOVEMBER 2018

Clerk & Responsible Financial Officer
Theresa Goss
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30 October 2018

Dear Councillor,

A meeting of the Parish Council will be held on **Monday 5 November 2018 at 7.30pm** in **St Mary's Parish Rooms, Bloxham**, to transact the business set out in the Agenda below, and you are summoned to attend.

The District Councillors Christine Heath, Mike Bishop and Andrew McHugh and County Councillor Kieron Mallon are also invited to attend.

T.Goss
Clerk to the Parish Council

A G E N D A

1. **Welcome** – To welcome the Councillors and the public to the meeting. **7:30pm**
2. **Apologies for absence** - To receive any apologies for absence from the meeting. **7:30pm**
3. **Declarations of Interest** - Members are asked to declare any interest and the nature of that interest, which they may have in any of the items under consideration at this meeting.
Advice on declarations of interest should be sought from the Clerk prior to the meeting, as advice cannot be given to Councillors at Parish Council meetings.
7:30pm – 7:35pm
4. **Minutes** - To confirm the minutes of the meetings held on 1 October 2018. **(Attached)**
7:35pm – 7:40pm
5. **Matters Arising** - To discuss any issues arising from the minutes of 1 October 2018.
7:40pm – 7:50pm
6. **Appointment of Vice-Chairman for 2018/2019** – To appoint a Vice-Chairman for 2018/2019.
7:50pm – 7:55pm
7. **Chairman's Announcements**
7:55pm – 8:00pm
8. **Open Forum** – Members of the public are invited to raise any items which concern the Parish.
8:00pm – 8:10pm
9. **Reports from County and District Councillors** - To receive reports from the Bloxham County Councillor and District Councillors.
8:10pm – 8:20pm

10. **Planning** - To discuss any planning items, not covered within the minutes of the Planning & Strategy Committee (item 12iii).
8:20pm – 8:25pm
11. **Village Matters**
- i) Defibrillators: Update on the proposed location and funding for the village defibrillator and also funding for a case for the defibrillator at The Warriner School.
8:25pm – 8:30pm
12. **Parish Council Matters**
- i) Parish Council Matters – To discuss:
- restructuring of Parish Council Meetings and the Committees;
 - agree style/format/content of Minutes; and
 - review the Parish Council's Code of Conduct.
- ii) Co-option – To consider any applications for co-option onto the Parish Council.
- iii) Committee Minutes and Recommendations. If Councillors have any queries on the minutes and decisions of the Committees, please contact the Clerk prior to the Parish Council meeting
- Environment Committee – To:
 - note the minutes and confirm the recommendations from the meeting held on Thursday 18 October 2018;
 - appoint a new Councillor to the Environment Committee; and
 - note that the next meeting is scheduled for Tuesday 20 November 2018 at 730pm at Bloxham Primary School.
 - Resources Committee – There had not been a meeting of the Committee since the last meeting of the Parish Council. The next meeting is scheduled for Thursday 15 November 2018 at 7.30pm at Bloxham Primary School.
 - To appoint a new Councillor to the Resources Committee.
 - Planning & Strategy Committee – To:
 - note the draft minutes from the meeting held on Thursday 11 October 2018;
 - appoint two new Councillors to the Planning & Strategy Committee; and
 - note that the next meeting is scheduled for 13 November 2018 at 7.30pm at Bloxham Primary School.
 - Staffing Committee – There had not been a meeting of the Committee since the last meeting of the Parish Council.
 - To appoint two new Councillors to the Staffing Committee.
- iv) Jubilee Park Management Committee – To appoint a Parish Council representative to the Jubilee Park Management Committee.
- v) Parish Council Reports
- Drop-In and Chat – Report from the Drop-In and Chat held on Saturday 13 October 2018 208. The next session at the Ex-Servicemen's Hall is being held on Saturday 10 November 2018.

- Oxfordshire County Council Depot Day – Saturday 13 October 2018- Report in Drop Box and on the Parish Council Web Site.
- Joint Meeting of Oxfordshire County Council and Town and Parish Councils – Thursday 4 October 2018 - Report in Drop Box and on the Parish Council Website.

8:30pm – 9:15pm

13. **Finance**

- Accounts for Payment and Bank Reconciliation - To approve the accounts for payment and note the bank reconciliation. **(To follow)**
- Section 106 Funds - To receive an update on the progress with the project at Jubilee Hall and to consider the quote from SCM.

9:15pm – 9:20pm

14. **Correspondence** - Items of correspondence will be circulated to members. **9:20pm**

15. **Meeting Dates** - Future meeting dates for Bloxham Parish Council are stated below. They will commence at 7.30pm in St Mary's Parish Rooms, Bloxham, unless stated otherwise:

- 3 December 2018
- 7 January 2018
- 4 February 2018
- 4 March 2018

9:20pm

16. **Items for the Next Agenda/Items of Information 9:20pm**

Parish Council 'Drop-in and Chat' Sessions are held on second Saturday of the month, at the Ex-Serviceman's Hall from 10.30am to 11.30am. Residents are invited along to meet their Parish Councillors and discuss any items affecting the village.

**Next Session: Saturday 10 November 2018 at the Ex-Servicemen's Hall, Bloxham
All reports and minutes are available on the Parish Council website
www.bloxhamparishcouncil.co.uk**