

APPLETON WITH EATON PARISH COUNCIL

c/o 26 Eaton Village, Eaton, Oxfordshire OX13 5PR

E-mail: parishclerk.appletonwitheaton@gmail.com www.appleton-eaton.org

**Members of Appleton with Eaton Parish Council
are summoned to a meeting of the Parish Council
Monday 6th May 2021 at 7.15pm**

NOTE: THIS MEETING WILL BE HELD VIRTUALLY VIA ZOOM.

<https://us02web.zoom.us/j/81329302915?pwd=NkFKaHdNVs5WnlQTmY1YWZmRVN2Zz09>

Meeting ID: 813 2930 2915

Passcode: 175823

Allison Leigh – Parish Clerk

AGENDA

NB: Members of the Public are invited to the meeting if they wish to speak in the public session or as observers.

AGENDA – Annual Parish Council Meeting

21/24: Appointment of Chairman

21/25: Appointment of Vice-Chairman

21/26: Signing of Declaration of Acceptance

21/27: Apologies for Absence

21/28: Declarations of interest

21/29: Public questions and statements: Time is available for the public to express a view or ask a question on relevant matters on the following agenda. The public are welcome to stay and observe the rest of the meeting. Members of the public wishing to speak should notify the Clerk in advance. Time given in total is 10 minutes.

21/30: Review and acceptance of Code of Conduct

21/31: Review and acceptance of Standing Orders

21/32: Review and acceptance of Risk Assessment

21/33: Review and acceptance of Asset Register

21/34: Review and agreement of members roles on and Terms of Reference for committees

21/35: Agree a Chairman's allowance

21/36: Dates of future meetings: To agree that Parish Council Meetings occur on the second Monday of every month except in August and on a Bank Holiday. Leisure and Recreation Committee meetings to be agreed.

AGENDA – Monthly meeting

21/37: Reports from District and County Councillors

21/38: Minutes of the last meeting: To authorise the signing of the minutes of the Meeting of the 12th April 2021 and the Extraordinary Meeting of the 27th April 2021 as a true record.

2139: Matters arising from the previous meetings and not appearing elsewhere on the agenda

21/40: Clerk’s report: To review the Clerk’s Report

21/41: Website: To discuss the launch of the new website

21/42: Parish Councillor Vacancy: To discuss next steps with regards to the Parish Councillor Vacancy

21/43: CCTV: To discuss the possible use of CCTV at the sportsfield

21/44: Social Media: To explore the possibility of the Parish Council creating a social media account

21/45: Planning applications: To discuss the following planning applications:

New applications

<u>Application number</u>	<u>Address</u>	<u>Details</u>	<u>Comment</u>
P21/V0951/HH	64 Netherton Road Appleton OX13 5JZ	Proposed side single storey extension with pitched roof for new study & entrance area	
P21/V0919/FUL	Stabling adj. to Dormers Netherton Road Appleton OX13 5QW	Single storey enlargement to existing stables and tack room (as approved under applications P17/V2339/FUL and P18/V0623/FUL) to provide additional storage space	
P21/V0964/HH	22 Eaton Village Eaton OX13 5PR	Removal of existing conservatory and erection of single storey flat roof rear extension comprising of utility/cloakroom, study and snug	

Planning Decisions

<u>Application number</u>	<u>Address</u>	<u>Details</u>	<u>Vale of White Horse District Council Response</u>
P21/V0370/HH	89 Netherton Road Appleton OX13 5LA	Extension and Alteration works to the Dwelling	Permission granted

21/46: Finance:

- **Finance Report:** To review finance report and authorise cheques
- **Audit:**
 - Review internal auditor report 2020 2021
 - Review and sign Annual Governance Statement 2020 2021
 - Review and sign Accounting Statements 2020 2021
 - Confirm posting of Notice of Public Rights 2020 2021
 - Review variances and reserves for 2020 2021
 - Review any other documentation being sent to the external auditor
- **Credit Card:** To discuss the use of a Unity Bank credit card for online purchases

21/47: Website and Advertiser: To discuss any items to be put on the website

21/48: Publications and correspondence: To discuss any publications and correspondence received.

21/49: Matters for report: To raise matters for discussion without decision or items for the next meeting

21/50: Date of the next meeting: To discuss and confirm the date and location of the next Parish Council meeting

Note on Declarations of Interest:

(i) Under Where a councillor or co-opted member has a disclosable pecuniary interest (of which they are aware) in any matter being considered, they must disclose that interest to the meeting. It is essential that councillors and co-opted members do this clearly, in order that the disclosure may be recorded

(ii) Members must disclose the interest at any meeting of the council at which they are present, where they have a disclosable interest in any matter being considered and where the matter is not a 'sensitive' interest. Following any disclosure of an interest not on the council's register or the subject of pending notification, members must notify the monitoring officer of the interest within 28 days beginning with the date of disclosure.

(iii) Unless dispensation has been granted, members may not participate in any discussion of, vote on, or discharge any function related to any matter in which they have a pecuniary interest as defined by regulations made by the Secretary of State. They must withdraw from the room when the meeting discusses and votes on the matter.

(iv) The national rules about disclosable pecuniary interests are set out in Chapter 7 of the Localism Act 2011 and in the secondary legislation made under the Act, particularly in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (S.I 2012/1464).