



MINSTER LOVELL PARISH COUNCIL

www.minsterlovell-pc.gov.uk

Parish Clerk: Alexandra Molton

111 Walker Drive, Faringdon SN7 7FY

Email info@minsterlovell-pc.gov.uk

Tel: 07712 705865

To: All Members of Minster Lovell Parish Council

You are hereby summonsed to attend a meeting of the **Parish Council** to be held at **St Kenelm's Hall, Brize Norton Road, Minster Lovell** on **Monday 22nd July 2019 at 7.30pm** for the transaction of the business stated below. The Public and Press are also invited to attend.

The Agenda is as follows:

1. Welcome / Members present and apologies for absence.
2. Declaration of interest in agenda items.
3. Parishioner's Public Participation (for questions and comments on agenda items).
4. To receive the Minutes of the Parish Council Meeting dated 17th June 2019.
5. To receive an update from District Councillor Gill Hill.
6. To receive an update from District Councillor Kieran Mullins.
7. To receive an update from County Councillor Liam Walker.
8. To review planning applications, decisions, appeals and enforcements*
 - a) Update on tree felling and construction in the conservation area.
 - b) Progress update on footpath in Ripley Avenue.
 - c) To discuss street names for 126 new homes off of the Burford Road.
9. Distribution of S106 monies.
10. Monthly dog fouling report.
11. Allotments report.
12. Update on burial ground.
13. To approve the Village News.
14. Update on Emergency Planning and Welcome Pack.
15. Appointment of Trustee to Minster Lovell Playing Field Trust.
16. Matters and actions arising from the previous meeting which are not covered by other agenda items:
 - a) To review Action Log.
 - b) To receive Ripley Avenue play park inspection.
 - c) Summer fun day.

17. Finance:

a) To consider and approve payments due

Payee	Details	Amount
Alexandra Molton	Wages and office allowance	£647.95
DF Williams Ltd	Bus shelter window cleaning	£24.23
Ubico	Grass cutting	£1,424.16
Bookmarque Publishing	Village News	£75.00

b) To report payments made with the Council debit card

Payee	Details	Amount
Tesco	Stamps	£7.32

- c) Bank reconciliation report for May 2019.
- d) Bank reconciliation report for June 2019.



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- e) **First quarter budget report for 2019/20.**
- f) **To consider and approve the internal audit report.**
- g) **To consider and approve the Annual Governance Statement.**
- h) **To consider and approve the Accounting Statements for 2017-18.**

18. To discuss correspondence received.

19. 'Around the Village' – matters not covered by other agenda items that need addressing or noting.

Signed: _____
Parish Clerk

*Listed planning applications are those received by the Clerk in advance of drafting the meeting agenda. The Council will review all applications received up to the date of the meeting.

Public Speaking Policy

Minster Lovell Parish Council recognise that communication with parishioners is valuable when making informed decisions and a Parishioner's Public Participation section is made available at the beginning of Council meetings for this purpose.

Please Note:

- Public speaking will be allowed on any agenda item by parishioners of Minster Lovell, at the Parishioner's Public Participation section only. Thereafter public speaking is not permitted.
- Parishioners are permitted to speak for 3 minutes on Planning Applications and Decisions and a further 3 minutes on other agenda items. The time must be strictly adhered to and speakers are encouraged to practice their presentation in order to use the time constructively.
- Speakers are required to introduce themselves and confirm their address to the Council.
- Speakers should clearly outline their views concerning the agenda item.
- Representations should be confined to spoken comments only. Any written material, photographs or drawings should be provided before the meeting.
- Councillors, through the Chairman, can seek clarification only of points made by the speakers.
- Please remember that Council meetings are held in public and therefore, no comments of a personal, slanderous, defamatory or otherwise offence or abusive nature should be made.
- The Chairman of the Council has the right to stop anyone speaking if such comments are made and the speaker may then forfeit their opportunity to continue to speak.