



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 participate in a meeting of the **Parish Council** to be held on **Monday 21st September 2020 at 7.30pm** for the transaction of the business stated below. Please log on at 7.15pm for a prompt start at 7.30pm.

The meeting will be conducted via Zoom; please contact the Clerk if you would like details to access the meeting. Please note: the meeting may be recorded and by participating in the meeting you agree to being filmed and this video being stored securely by the Council. A copy of the Council's Privacy Notice can be found on the Council website or obtained directly from the Clerk.

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 August 2020.**
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) **To receive progress update on planning enforcements.**
 - b) **To discuss the consultation on the Salt Cross Garden Village Draft Area Action Plan (AAP)**
 - c) **To receive a report from Cllr. King on OCC consultation about changes to the s106 monies procedure, to a new Community Infrastructure Levy system**
 - d) **To receive a report from Cllr. Stowell on planned changes to the planning system:**
 - (i) **Consultation on Changes to the current planning system**
 - (ii) **Consultation on Transparency and competition: a call for evidence on data on land control**
 - (iii) **White Paper on Planning for the future**
9. **To receive monthly dog fouling report.**
10. **To receive monthly Allotments report.**
- 11.
12. **Clerk to report on progress in meeting the Website Accessibility Guidelines.**
13. **To consider and approve Village News submission October – November 2020.**
14. **To discuss plans for the 2020 Remembrance Service.**
15. **To discuss storage of Council files.**
16. **Matters and actions arising from the previous meeting which are not covered by other agenda items:**
 - a) **To review Action Log.**
 - b) **Village maintenance:**
 - (i) **To receive and review Ripley Avenue Play Park inspection report.**
 - (ii) **To discuss the possibility of opening Ripley Avenue Play Park.**
 - (iii) **To approve a risk assessment and management plan for Ripley Avenue Play Park.**
 - (iv) **To consider quotations for the digging of a ditch at the entrance to Ripley Avenue Amenity Area to prevent encampments.**
 - (v) **To receive and discuss quotations for new signs in Ripley Avenue Amenity Area.**



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(vi) To receive an update on parking in the Old Village.

(vii) To receive and review the bi-annual tree inspection.

17. Finance: To Receive and Review September Finance Report.

a) To consider and approve payments due:

Invoice number/ Reference	Cheque number	Payee	Details	Amount
09/12	101341	Alexandra Molton	Wages and office allowance Mileage for meeting with internal auditor (39.6 miles @ 45 pence per mile) Total:	£708.97 £17.82 £726.79
00319	101342	Multi-Hands	Bus shelter window cleaning and bus shelter roof clean	£90.00
MLPC/20	101343	Elizabeth Cooper	Internal Audit 2019-20	£266.65
1478	101345	Cann Tech	General computer help with using WeTransfer to send files	£15.00
38UF056-0003	101346	GeoXsphere Ltd	Annual subscription 2020-21	£36.00

b) To report payments made with the Council debit card

Payee	Details	Amount
Post Office	100 x 1 st class stamps and 100 x 2 nd class stamps	£141.00
Zoom	Monthly subscription	£14.39

c) To review and confirm payments received.

None.

d) To receive an internal control report.

e) To receive Internal Audit report and discuss recommendations.

f) To receive and approve a debit card policy.

g) To receive and approve an amendment to the Clerk's contract to include a monthly office allowance of £100.

18. To discuss correspondence received.

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

Signed: A Molton

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.



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- 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.