



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, Minster Lovell** on **Monday 17th February 2020 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 and comments on agenda items).
4. To receive the Minutes of the Parish Council Meeting dated 20th January 2020.
5. To receive the Minutes of the Extra Parish Council Meeting dated 6th February 2020.
6. To receive an update from District Councillor Gill Hill.
7. To receive an update from District Councillor Kieran Mullins.
8. To receive an update from County Councillor Liam Walker.
9. To review planning applications, decisions, appeals and enforcements*
 - a) To receive and discuss planning applications.
 - b) Update on enforcement cases.
10. Monthly dog fouling report.
11. Allotments report.
12. Update on Wychwood View fencing.
13. To consider and select a contractor for Ripley Avenue hedge trimming.
14. To consider and select a contractor for bus shelter window cleaning contract.
15. 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.
16. Finance:
 - a) To consider and approve payments due

Cheque number	Payee	Details	Amount
200915	Alexandra Molton	Wages and office allowance	£692.80
		Repayment of £12.00 overpaid for telephone credit	£12.00
		Total:	£704.80
200916	DF Williams Ltd	Bus shelter window cleaning	£24.23

b) To report payments made with the Council debit card

Payee	Details	Amount
Post Office	Stamps	£4.20
McColls	Envelopes	£2.00

- c) Bank reconciliation report for January 2020.
- d) Quarterly budget report 2019-20
- e) External Audit report 2018/19.
- f) Internal Controls Audit results.



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g) To consider and select an Internal Auditor for 2019/20.

17. To discuss correspondence received.

18. '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.