

SIBFORD FERRIS PARISH COUNCIL

Annual meeting of the Parish Council
Monday, 16 May 2016 at 7.45pm in the Sports Hall Classroom, Sibford School

A G E N D A

1. Apologies
2. Election of Chair and Vice-Chair
3. Declarations of Interest
4. Minutes of the previous meeting: 14 March 2016
5. Matters arising from the previous meeting
 - Faster Broadband for Sibford Ferris update
 - Community First Responder Scheme/Defibrillator update
 - Affordable Housing update/Amenity Land/TOE2 Funding update
 - Rural Community Energy Fund update
 - Fitness Equipment – agree annual inspection
 - Cotswold Close Play Area: agree annual inspection, note condition; long-term parking of vehicles , tree works, cleaning update; confirm mowing contract
 - Damaged bench on Hook Norton Road update
 - Douglas Tonks receivership and outstanding tax update
 - Changes to 50A bus service update
 - Assets of Community Value update
 - Celebrations for the Queen’s 90th Birthday update; decision on parish council grant
 - Revised Publication Scheme update
 - Damaged footpath sign Woodway Road update
 - Annual Parish Meeting 2016: matters arising
6. Correspondence
 - 29.3.16 Email – OCC re emergency planning – review the need for a plan
 - 4.4.16 and 9.5.16 Emails - Need not Greed requesting response to OxLEP consultation – consider response
 - 28.4.16 Email – Victoria Taylor re speed signs and Speedwatch: consider joint approach
 - 3.6.16 Email – CDC re Parish Liaison Meeting 8 June: consider need to attend
 - 5.5.16 Email – Sam West, Rural Neighbourhood Team – consider response to request for information
 - 9.5.16 Email – OALC survey on the future of parish councils – consider response
 - 10.5.16 Email – OCC update on Public Service Reorganisation in Oxfordshire – consider response
7. Finance
 - Clerk’s pension update
 - PAYE end of year submission to HMRC to be noted
 - Bank Transfers – none since last meeting; agree to transfer £1000.00 to cover payments
 - Payments made since last meeting:
 - 100676 7.4.16 Holy Trinity Church Sibford Gower £200.00 replacement cheque for lost cheque number 100668
 - 100677 7.4.16 Thomas Fox Landscaping £18.00 for mowing at Cotswold Close Play Area
 - Barclays Bank plc £12.50 charge for cancellation of cheque no 100668
 - Cheques to be agreed and signed at meeting:
 - Mrs A Spencer £15.26 Clerk’s expenses
 - Thomas Fox Landscaping £36.00 Mowing at Cotswold Close Play Area (2016/17)

- Sibford Gower Parish Council £569.00 contribution towards mowing of churchyard and burial ground (first instalment)
- Sue Rowley £60.00 for internal audit
- Receipts since last meeting:
 - 22.3.16 Sibford Gower Parish Council £5.99 contribution to website costs (2015/16)
 - 23.3.16 Sandra Tustain £5.00 Pitch Hill Field Rent (2015/16)
 - 26.3.16 CDC £790.00 New Homes Bonus (2015/16)
 - 22.4.16 CDC £3475.24 Precept (including £46.24 grant) (2016/17)
 - 9.5.16 Sibford Gower Parish Council £100.00 burial ground fee (2016/17)
- Bank reconciliation to 5 May 2016
- Budget/Actual Comparison 2015/16 to 31 March
- Budget/Actual Comparison 2016/17 to 16 May
- Notes to Accounts 2015/16 – to be agreed
- Review of registers of interest
- Insurance renewal 1 June – decision on quotations received
- Review of Financial Regulations
- Review of Internal Audit Report
- Consideration and completion of Internal Audit Review Checklist
- Agreement of Section 1 of Annual Return 2015/16
- Agreement of Section 2 of Annual Return 2015/16
- 8. Planning
 - Planning Applications received since last meeting: None
 - Notices of Decision received since last meeting:
 - 16/00215/F Applegrove - permission granted for dormer windows, roof lights, extension
 - Pre-application consultation for a proposed 4G base station at (201348) Elm Farm.
- 9. Any Other Business
- 10. Date of Next Meeting