

AGENDA

Annual Meeting of Ambrosden Parish Council

You are hereby summoned to the Annual Meeting of Ambrosden Parish Council being held on **Thursday 18th May 2023, 7.00pm** in the Ambrosden Village Hall, Merton Road, Ambrosden.

Rebecca Chatterley
Clerk to the Parish Council

Dated: 09 May 2023

Business to be transacted at the meeting

1. **Welcome**
2. **Election of Chair**
3. **Election of Vice Chair**
4. **Declaration of Acceptance of Office, Register of Interests and Declarations of Interest and Gifts & Hospitality**
5. **Apologies**
6. **Election of other Officers**
 - i Appoint: Councillor responsible for internal controls
 - ii Appoint: Village Hall representative
 - iii Agree: Parish Council committees and representatives
7. **To agree: Minutes of previous meeting (Thursday 20 April 2023)**
8. **Update on progress from the Minutes – to report on progress of outstanding items**
 - a. The drain cover on Merton Road was reported to fixmystreet and the action is to repair the damage.
 - b. Defibrillator update: Pads and battery have been received and will be replaced next time Clerk is in Ambrosden.
 - c. 20mph speed limit extension
 - d. AED training dates
 - e. Railings – access permission report from OCC
9. **Matters arising**
 - a. To discuss: Re-planting the 2 tubs on the Merton Road (£25.00 per tub, per season).
10. **Planning**

Current planning applications for consideration/response were received between meetings:

22/02866/OUT	OUTLINE planning application for up to 120 dwellings, vehicular and pedestrian access off	Submitted
------------------------------	---	-----------

RE-CONSULTATION based on amendments to original plan	Ploughley Road, new pedestrian access to West Hawthorn Road, surface water drainage, foul water drainage, landscaping, public open space, biodiversity and associated infrastructure. Access off Ploughley Road is not reserved for future consideration Location: Land East Of, Ploughley Road, Ambrosden (Archstone)	Under Consultation (OBJECT)
--	---	-----------------------------

To note notices of decision:

22/03394/TPO	Proposal: Cedrus Atlantica - Remove major deadwood in excess of 8cm in diameter (excluding image 6). Remove Ivy from the main stem 0-10m and visually inspect the condition of the main stem. At 13m south-west reduce the compromised branch by removing descending secondary branches to decrease the sail area of the branch by 50%. Reduce the length of the secondary branch at 5m north-east by 2.5m removing no more than 3m from any one branch. Tip reduce low lateral branches to create 2m clearance from the adjacent structure, removing up to 1.5m from any one branch - subject to TPO 8/2005	Permitted
22/03549/F	Proposal: Erection of 5 new dwellings. 2 pairs of semi-detached, 1 detached. All with private gardens, parking and separate bin storage area Location: Land To Rear Of, Home Farm Close, Ambrosden	Permitted (OBJECT)

11. Finance

- a. Review: Reconciled Accounts
- b. Review and approve: Bank statements
- b. Review and approve Monthly Payments

Supplier	Reason
Village Hall	May Council Meeting
Street Cleaner	Wages for month ending April 2023
Clerk	Wages for month ending April 2023
Chair	Allowance for May 2023

- c. Review and approve invoices for payment

Supplier	Reason	Amount
Gallagher	Insurance Renewal	£803.67

OPA	Grant for play event (carried over from April 2023)	£500.00
WEL Medical	Defibrillator (Village Hall) replacement pads	£83.88
WEL Medical	Defibrillator (Village Hall) replacement battery	£267.60

- d. Review and approve: Insurance Renewal (Long Term Agreement Option)
- e. Review and approve: CFO Membership renewal
- f. Review and approve: Draft Statement of Accounts for Financial Year End 2022/2023
- g. Review and approve: Reserves at Year End 2022/2023
- h. Review: S137 Expenditure

12. Governance & Policy Reviews

- a. Committees and Delegation Procedures: Updates and Review and Approve Terms of Reference
- b. Review and Approve: Standing Orders
- c. Review and Approve: Financial Regulations
- d. Review and Approve: Allotment risk assessment
- e. Review and Approve: Land and asset review
- f. Review and Approve: Council subscriptions to other bodies

OALC – Oxfordshire Association of Local Clerks
 SLCC – For local council professionals (including training)
 Community First Oxfordshire
 NSALG – Allotment Society
 CPRE
 Parish Online

13. Allotment update

14. Review of Action Log

15. Correspondence

16. Items for information or next Agenda only

17. Next Parish Council Meeting: Thursday 15 June 2023. Items for inclusion by Monday 5 June