

BRIZE NORTON PARISH COUNCIL

Clerk to the Council: Mrs C Peach, 52a Station Road, Brize Norton OX18 3QA

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5 May 2016

The next meeting of the Brize Norton Parish Council to be held at 8.00 pm on Monday 9 May 2016 at The Pavilion, Station Road, Brize Norton.

Members of the public and press are welcome to attend. Members of the public may make representations to the council under item 4 according to the council's Standing Orders.

Signed



Clerk to Brize Norton Parish Council

Agenda

1. **Apologies:** to receive apologies
2. **Declarations of interest**
 - a. Register of interests: Councillors are reminded of the need to update their register of interests.
 - b. To declare any pecuniary and other interests in items on the agenda and their nature.
3. **Minutes:** To approve the minutes of the last meetings of the Council on 4 April 2016
4. **Public Participation**
5. **Record of Chairman's meetings**
6. **District and County Councillors' reports** for information only.
7. **Progress reports**
 - a. The Clerk – Update on items with OCC/WODC
 - b. Cllr Squire – Village Emergency Action Plan
 - c. Cllr Guest – temporary noticeboards in village
 - d. Cllr Guest – playground surface depressions – update on cost of levelling, work required prior to inspection in July 2016
 - e. Cllr Guest/Cllr Taylor – report on EBH AGM/committee meeting 19/4/16
 - f. The Clerk – village signs
 - g. Cllr Squire – OxLEP public consultation – response by BNPC – to submit by 20 May 2016.
 - h. Cllr Shillingford/The Clerk – Update on Queen's 90th birthday celebrations; bonfire 21 April, celebration 12 June, commemorative gifts (no. to order)
 - i. Cllr Glazier – Oxfordshire Working Together – meeting 14/4/16 update
 - j. Cllr Shillingford – Transparency grant funding re website
 - k. Cllr Glazier – Witney Town response re e-mail 11 April 2016
 - l. Cllr Way – Cotswold Friends development of Community Transport system (e-mail 19 April 2016)
 - m. Cllr Ball – parking in Elderbank Hall carpark by commercial vehicles/damage to wall – discussion and action to be taken
8. **Update on draft accounts to 31 March 2016 and approval to send to internal auditor – sign off on annual governance statement 2015/16**
9. **Training – Roles and Responsibilities courses – Saturday 10 September (£75 + VAT) or Wednesday 5 October 2016 (£65 + VAT)**
10. **Arrangements for annual assembly Tuesday 24 May 2016 – attendees confirmed to date**
11. **Planning – review of planning applications and progress on outstanding applications – (on attached appendix)**
12. **Finance – to consider payments to be made (on attached appendix)**
13. **Other correspondence to note (on attached appendix)**
14. **Councillor's reports and items for future agenda**
15. **Date of next meeting Monday 6 June 2016 at The Pavilion at 7.30pm**