

BRIZE NORTON PARISH COUNCIL

Clerk to the Council: Mrs A Riseley, Glebe Farm House, Burford Road, Brize Norton OX18 3NX
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To the Members of Brize Norton Parish Council 14th May 2018

The next meeting of the Brize Norton Parish Council is to be held at **7.30pm on Monday 14th May 2018** 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 – Alison Riseley - Clerk to Brize Norton Parish Council

Agenda

- 1) **Councillors** to sign the “Declaration of Acceptance of Office”
- 2) **Election of Chairman** for the year 2018/19
- 3) **Election of Vice Chairman** for the year 2018/19
- 4) **Apologies:** to receive apologies
- 5) **Declarations of interest**
 - 3.1 Register of interests: Councillors are reminded of the need to update their register of interests.
 - 3.2 To declare any pecuniary and other interests in items on the agenda and their nature.
- 6) **Agree the Allocation** of Roles and Responsibilities on the Council – proposed Organisation Chart attached
- 7) **Review and Update** Standing Orders – Current Standing Orders Attached
- 8) **To Receive the Timetable** of Meetings for the Year 2018/19

After a brief adjournment the council meeting will convene with

- 9) **Minutes:** To approve the minutes of the last meeting of the Council on 9th April 2018
- 10) **Public Participation**
 - 4.1 Neighbourhood Plan Steering Committee – Update on Neighbourhood Plan
 - 4.2 West Brize Norton – Update on Development Plans
 - 4.3 Any other public matters –
- 11) **Record of Chairman’s meetings**
- 12) **District and County Councillors’ reports** for information only.
- 13) **Progress reports**
 - a. Appointment of a new Handyman
 - b. Grass Cutting & Village Maintenance
 - c. Bus Shelters Condition and Repair
 - d. Affinity Water Contract
- 14) **Planning** – review of planning applications and progress on outstanding applications (on attached appendix).
- 15) **Finance – to consider payments to be made** (on attached appendix)
- 16) **Other correspondence to note** (on attached appendix)
- 17) **Councillor’s reports and items for future agenda including items for website**
- 18) **Date of next meeting** APM on Tuesday 22nd May at 7:30 in the Elderbank Hall **and** Monday 4th June 2018 at The Pavilion at 7.30pm

Commented [PS1]: I suggest we will only have time for the key things the rest can wait until next time