



MINSTER LOVELL PARISH COUNCIL

www.minsterlovell-pc.gov.uk

Parish Clerk: Sharon Palmer

2 Charterville Close, Minster Lovell, Witney, Oxon OX29 0SL

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 on **Monday 3rd October at 7:00pm** in the Methodist Church, Brize Norton Road, Minster Lovell 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. A minutes silence in Remembrance of her late Majesty Queen Elizabeth II
3. Declaration of interest in agenda items
4. Parishioner's Public Participation (for questions and comments on agenda items)
5. To receive the Minutes of the Parish Council Meeting held on 15th August 2022
6. To receive an update from District Councillor Gill Hill
7. To receive an update from District Councillor Colin Dingwall
8. To receive an update from County Councillor Liam Walk
 - a) Report on a meeting with the managers of the Horse & Radish Public House
9. To review planning applications, decisions, appeals
 - a) Ed Barrett from Catesby Estates to outline their proposal for the development of up to c140 homes on land South of Burford Road, Minster Lovell
 - b) 22/02408/FUL - 112 Brize Norton Road, Minster Lovell, Witney, Oxfordshire OX29 0SQ - Erection of a detached dwelling and associated works
 - c) Receive an update regarding enforcement action:
Lavender Cottage, Minster Lovell - Non-compliance with conditions attached to 17/03978/HHD
10. Matters and actions arising from the previous meeting which are not covered by other agenda items
 - a) Report on Council Fun Day held on 16th August 2022
11. To review the action log
12. Village Bins – Up-date from meeting with Mr Oddy and Miss Oddy
13. To receive and discuss the allotment report
14. Ripley Avenue Amenity Area
 - a) Amenity Area inspection report
 - b) Valuation of land
 - c) Path – lighting
 - d) New sign
 - e) Deed of Easement
15. Traffic – Parking and Speed
16. To receive the monthly dog fouling report
17. Jubilee Committee recommendations for bench
18. October Litter Pick



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19. To discuss correspondence received that requires action
20. Around the Village' – Matters not covered by other agenda items that need addressing or noting
 - a) Villager contacted Clerk regarding tree on Ripley Avenue
 - b) Villager contacted Clerk regarding dogs on Ripley Avenue
21. Organisation of Remembrance Service
22. To receive the resignation of the Parish Clerk and confirm recruitment arrangements
23. OALC Training Course – Internal Controls
24. Finance:
 - a) Section 106 Funds – new/refurbished Village Hall proposals
 - b) To consider and approve payments due (Schedule of Payments & Receipts included)

Cheque Number	Spending powers	Payee	Invoice No	Details	Expense
200970	Ref 101 (Allotments)	Mr Layt	Not applicable	Tap connectors to enable allotment holders to use hosepipes	£6.75
200971	Ref 143 (Parish properties: maintenance of)	Multi Hands	00578	September bus shelter cleaning	£50.00
200972	Ref115 (Grass cutting)	Mr R Hubbard	PC14	Grass cutting September	£250.00
200973	Ref 106 (Salaries and Allowance)	Sharon Palmer	09 / 2022	June Clerk salary and office allowance	Private
200974	Ref 137 (Subscriptions)	GeoXphere Ltd t/a Parish online	38UF056-0005	Parish online software	£48.00
200975	Ref 136 (Stationery)	LexisNexis	I0829072R	Arnold Baker Local Council Administration Book	£131.99
200976	Ref 101 Allotments	B & E Transport (Witney) Ltd	249558	Hire of a 6yd Skip for allotment waste	£200.00
200977	Ref 115 (Grass cutting)	Ubico	60054700	Grass cutting and weed spraying in June	£975.37
200978	Ref 143 (Village Maintenance)	Mr M Cox	020922/Minster Lovell	Affix no parking signs to bollards Outside 2 Brize Norton Road	£20.00
200979	Ref 140 (Training)	OALC:	W-2234	Internal Controls training for Cllr King	£66.00
200980	Ref 110 (Remembrance Service)	Royal British Legion		Wreath	£20.00
200981	Ref 110 (Remembrance Service)	Mr J Stowell		Book of condolence	£99.90

c) To report payments made with the Council Debit Card

d)

Transaction No	Spending Power	Payee	Invoice No	Details	Expense £
1	138	Giffgaff	163283283	Clerk Mobile phone credit	£6.00



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- e) To sign a debit card application for Cllr King
- f) To report payments received
- g) To receive monthly bank reconciliation for August 2022

Current balances	£
Community Bank Account	38,707.63
WODC Deposit	29,959.20
Active Saver Account	21,540.48
Total	90,207.31

Signed:

Parish Clerk