



## 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](mailto: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 17th October at 7:00pm** in the Village Hall, 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. Declaration of interest in agenda items
3. Parishioner's Public Participation (for questions and comments on agenda items)
4. To receive the Minutes of the Parish Council Meeting held on 3<sup>rd</sup> October 2022
5. To receive an update from District Councillor Gill Hill
6. To receive an update from District Councillor Colin Dingwall
7. To receive an update from County Councillor Liam Walk
  - a) Report on a meeting with the managers of the Horse & Radish Public House
8. To review planning applications, decisions, appeals
  - a) 22/01434/FUL - The Horse And Radish Burford Road Minster Lovell Witney Oxfordshire OX29 0RZ - The siting of 8 no. shepherds huts together with hard and soft landscaping - Approved
  - b) Receive an update regarding enforcement action:  
Lavender Cottage, Minster Lovell - Non-compliance with conditions attached to 17/03978/HHD
9. Matters and actions arising from the previous meeting which are not covered by other agenda items
10. To review the action log
11. Village Bins – Update
12. To receive and discuss the allotment report
13. Ripley Avenue Amenity Area
  - a) Amenity Area inspection report
  - b) Waste bins
  - c) Deed of Easement
14. Traffic – Parking and Speed
15. To receive the monthly dog fouling report
16. Jubilee Committee benches
17. To discuss correspondence received that requires action
18. Around the Village' – Matters not covered by other agenda items that need addressing or noting
19. Organisation of Remembrance Service
20. Finance:
  - a) 2021/2 Audit
  - b) To consider and approve payments due (Schedule of Payments & Receipts included)



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| Cheque Number | Spending powers                                | Payee                               | Invoice No | Details   | Expense   |
|---------------|--|-------------------------------------|------------|---|-----------|
| 200982        | Ref 143<br>(Parish properties: maintenance of) | Multi Hands                         | 00609      | September bus shelter cleaning                                    | £50.00    |
| 200983        | Ref115<br>(Grass cutting)                      | Mr R Hubbard                        | PC14       | Grass cutting September   | £250.00   |
| 200984        | Ref 106<br>(Salaries and Allowance)            | Sharon Palmer                       | 09 / 2022  | June Clerk salary and office allowance                            | Private   |
| 200985        | Ref 106<br>(Salaries and Allowance)            | Alexandra Molton                    | n/a        | Backdated wage increase   | Private   |
| 200986        | Ref 134<br>(S137 Grants)                       | Trustees of Wash Meadow             | PR7        | S137 2 <sup>nd</sup> payment 2022/23                              | £1,500.00 |
| 200987        | Ref 134<br>(S137 Grants)                       | Minster Lovell Playing Fields Trust | PR8        | S137 2 <sup>nd</sup> payment 2022/23                              | £365.00   |
| 200988        | Ref 134<br>(S137 Grants)                       | Community Counts                    | PR9        | S137 2 <sup>nd</sup> payment 2022/23                              | £750.00   |
| 200989        | Ref 134<br>(S137 Grants)                       | St Kenelms Hall (Coffee and Chat)   | PR10       | S137 2 <sup>nd</sup> payment 2022/23                              | £50.00    |
| 200990        | Ref 134<br>(S137 Grants)                       | Mr P Woodley                        | PR11       | S137 2 <sup>nd</sup> payment 2022/23<br>Fishing Bailiff           | £75.00    |
| 200991        | Ref 134<br>(S137 Grants)                       | Mr S Liyanage                       | PR12       | S137 2 <sup>nd</sup> payment 2022/23<br>Defibrillator electricity | £15.00    |

c) To report payments made with the Council Debit Card

| Transaction No | Spending Power | Payee             | Invoice No | Details                   | Expense £ |
|----------------|----------------|-------------------|------------|---------------------------|-----------|
| 1              | 101            | Waterpark Heating | 011        | Taps at Allotment         | £235.00   |
| 2              | 138            | Giffgaff          | 163283283  | Clerk Mobile phone credit | £6.00     |

d) To report payments received

e) To receive bank reconciliation for 2nd quarter 2022/3

f) To receive monthly bank reconciliation for September 2022

| Current balances       | £                  |
|------------------------|--------------------|
| Community Bank Account | 21,540.48          |
| WODC Deposit           | 29,959.20          |
| Active Saver Account   | 60,076.13          |
| <b>Total</b>           | <b>£111,575.81</b> |

Signed:

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**Parish Clerk**