



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 at **St Kenelm's Hall, Brize Norton Road, Minster Lovell** on **Monday 21st March 2022 at 7:00pm** 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 – 21st February 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 Walker
8. To review planning applications, decisions, appeals
 - a) Receive and discuss planning applications
There were no new applications at the time of the agenda being published
 - b) Receive an update regarding enforcement action
Lavender Cottage, Minster Lovell - Non-compliance with conditions attached to 17/03978/HHD
 - c) Follow up from meeting with Chris Hargraves, Strategic Planning Manager
9. Matters and actions arising from the previous meeting which are not covered by other agenda items
10. To review the action log
11. Planning the Queens Platinum Jubilee celebration
 - a) To approve Jubilee funds to be transferred to St. Kenelm's Hall Management Committee
12. Celebration to mark the 175th Anniversary of Charterville
 - a) To approve funds be transferred to Minster Lovell History Club
13. Co-option of Councillor
14. To receive and discuss the allotment report
15. Ripley Avenue Amenity Area
 - a) Amenity Area inspection report
 - b) Deed of Easement and Path lay-out approval
16. To receive the monthly dog fouling report
17. Traffic – Parking and Speed
 - a) Speed Survey on B4047 Burford Road
 - b) Speed Limit on B4047 Burford Road



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18. To discuss correspondence received that requires action
- Email regarding white line marking on Brize Norton Road
 - Emails from residents of Ripley Avenue regarding a skate park on Ripley Avenue Amenity Area
19. Around the Village' – Matters not covered by other agenda items that need addressing or noting
20. Finance:
- Receive quotations for grass cutting in St Kenelms Churchyard
 - To consider and approve payments due (Schedule of Payments & Receipts included)

Cheque Number	Spending powers	Payee	Invoice No	Details	Expense
101499	Ref 143 (Parish properties: maintenance of)	Multi Hands	502	March bus shelter cleaning	£50.00
101500	Ref 134 (S137 Grants)	St Kenelms Village Hall	PR1/2022	Funding for Jubilee celebrations	£3,000.00
101501	Ref 106 (Salaries and Allowance)	Sharon Palmer	03/22	March salary and office allowance	Private
101502	Ref 134 (S137 Grants)	Minster Lovell History Club	PR2/2022	Funding for Charterville anniversary celebration	£170.00
101503	Ref 144 (Village News)	Graham Kew Prints	34	Article in Jan/Feb/Mar issue of Village News	£45.00
101504	Ref 137 (Subscriptions)	OALC	M00201/ 2022/4	OALC Annual membership	£323.33
101505	Ref 139 (Traffic signs)	Oxfordshire County Council	3920529420	Payment for traffic survey on B4047, January 2022	£168.00

- To report payments made with the Council Debit Card

Transaction No	Spending Power	Payee	Invoice No	Details	Expense £
1	138	Giffgaff	1646756798685	Clerk Mobile phone credit	£6.00
2	107	Wix.com Ltd	979088215	Wix Website	£66.62
3	107	Wix.com Ltd	980867889	Wix Website	£136.80

- To report payments received
- To receive monthly bank reconciliation for January

Current balances	
Community Bank Account	£30,251.35
WODC Deposit	£30,000.00
Active Saver Account	£21,540.48
Total	£81,891.70

Signed: _____

Parish Clerk



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*Listed planning applications are those received by the Clerk in advance of drafting the meeting agenda. The Council will review all applications received up to the date of the meeting.

Public Speaking Policy

Minster Lovell Parish Council recognise that communication with parishioners is valuable when making informed decisions and a Parishioner's Public Participation section is made available at the beginning of Council meetings for this purpose.

Please Note:

- Public speaking will be allowed on any agenda item by parishioners of Minster Lovell, at the Parishioner's Public Participation section only. Thereafter public speaking is not permitted.
- Parishioners are permitted to speak for 3 minutes on Planning Applications and Decisions and a further 3 minutes on other agenda items. The time must be strictly adhered to and speakers are encouraged to practice their presentation in order to use the time constructively.
- Speakers are required to introduce themselves and confirm their address to the Council.
- Speakers should clearly outline their views concerning the agenda item.
- Representations should be confined to spoken comments only. Any written material, photographs or drawings should be provided before the meeting.
- Councillors, through the Chairman, can seek clarification only of points made by the speakers.
- Please remember that Council meetings are held in public and therefore, no comments of a personal, slanderous, defamatory or otherwise offence or abusive nature should be made.
- The Chairman of the Council has the right to stop anyone speaking if such comments are made and the speaker may then forfeit their opportunity to continue to speak.