

Great Oxendon Parish Council

All Councillors are hereby summoned to attend the General meeting of Great Oxendon Parish Council to be held at the Village Hall, Main Street, Great Oxendon on Monday 14th March 2022 at 7.30pm

Members of the public and press are invited to attend and to participate in the Open Forum

AGENDA

GENERAL MEETING

Present.

107. To receive and approve apologies for absence.
108. To receive Declaration of Personal and Prejudicial Interests under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business)
109. To receive and approve for signature the minutes of the meeting held on 14 Feb 2022
110. Matters arising from the Minutes of the Meetings held on 14 Feb 2022
 - i. **(89ii) Councillor Vacancy** – For Note: A reminder there are still 2 casual vacancies for a Parish Councillor. For more information, please contact the Clerk.
 - ii. **(93) Repair/Replacement of Safety Barrier around Raised Land** - Cllr Barker update on any quotes.
 - iii. **A508 Island** – Update from Cllr Steedman. Meeting attended with Highways. Island has been repaired.
 - iv. **Bench Refurbishments** – Ongoing. Update due at April meeting.
 - v. **Platinum Jubilee Celebrations** – Update Cllr Steedman
111. Open Forum (Members of the public are invited to address the Council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting)
112. Deferred from previous meeting - **GDPR Policies** – circulated prior to meeting for comment. Resolution to be re-adopted/adopted.
 - i. ICO Certificate
 - ii. Privacy Policy
 - iii. Data Breach
 - iv. Data Protection
 - v. Record Retention

- vi. Copy of ICO factsheet
- vii. New - Subject Access Request
- viii. New - Acceptance of DPO

113. Policy: Financial and Management Risk Register – re-adoption. Document circulated for comment prior to meeting.

114. Deferred from February Meeting - *New* **Speed Sign Project** – Requires a working group. Up to 5k grant available. Please see information circulated by Clerk prior to meeting.

115. Finance:

- i. Resolution to approve the monthly payments (listed below)

Date of Meeting: 14th March 2022

Payments to be Approved not yet Paid

DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
01/03/2022	Mrs Sarah Smith	Parish Clerk Salary - Mar22 & Annual WFH Allowance	501.80	0.00	501.80
18/02/2022	Your Locale	Neighbourhood Plan - Inv 5	3,000.00	600.00	3,600.00
06/02/2022	Village Hall	Village Hall Hire 2021/22	105.00	0.00	105.00
01/02/2022	Matt King	Bus Shelter Clean	40.00	0.00	40.00

Payments to be Approved - Paid via Direct Debit

DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
25/02/2022	BT Group PLC	Broadband & Telephone - Direct Debit	29.95	5.99	35.94

Invoices presented for Signature - Payment resolved at Previous Meeting

DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
17/01/2022	J Steedman	Bus Shelter Repairs - Inv 1033	2,010.02	402.00	2,412.02
14/12/2021	Eon	Q4 Maintenance Invoice - Overdue from Dec21	37.37	7.47	44.84

- ii. Receive the accounts to 28th Feb 2022
 - a. Receipts
 - b. Expenditure
 - c. Bank Reconciliation
 - d. Statement of Reserves
 - e. Neighbourhood Plan Grants Expenditure
 - f. Spend v Budget
 - g. Copy of Payments to be Approved
 - h. HSBC Bank Statement – Community Account
 - i. HSBC Bank Statement – Reserve Money Manager Account

116. Planning and Licensing Consultations:

- i. **For Note: Draft Public Spaces Protection Order Consultation: ownership of dogs and prohibition of smoking in certain places**

West Northamptonshire Council (WNC) is considering whether to make a new Public Spaces Protection Order (PSPO) to promote responsible dog ownership and prohibit smoking in certain public spaces across the former administrative council areas of Daventry District and South Northants.

This consultation opens on Monday 21st February and closes at midnight on Monday 4th April 2021.

117. To receive an update from Councillors with regards to areas of responsibility:

- i. Planning and Neighbourhood Plan – Councillor Hogarth
- ii. Highways – Councillor Rumsey
- iii. Public Rights of Way – Councillor Barker and Councillor Lindsay-Smith
- iv. Police & Community Safety – Councillor Barker
- v. Environment
- vi. Community engagement and communication – Councillor Patel-Brown
- vii. Lighting - Councillor Patel-Brown
- viii. Audit and Compliance – Rota

118. Urgent Matters for report only (Notified to the Chairman before the meeting)

119. Date and Time of Next Meeting – The next meeting will be held on Monday 11th April 2022, 7:30pm at the Village Hall, Great Oxendon.

For Note - Dates of Future Meetings

Monday 11th April 2022
Monday 9th May 2022
Monday 13th June 2022
Monday 11th July 2022
Monday 8th August 2022
Monday 12th Sept 2022
Monday 10th Oct 2022
Monday 14th Nov 2022
Monday 12th Dec 2022
Monday 9th Jan 2023
Monday 13th Feb 2023
Monday 13th Mar 2023
Monday 17th Apr 2023

120. Close of Meeting



Mrs Sarah Smith, Parish Clerk
Great Oxendon Parish Council
Email: parishcouncil@greatoxendon.org
Web: <http://www.greatoxendon.org>

06.03.22