

# Littlemore Parish Council

Littlemore Community Centre, Giles Road  
Littlemore, Oxford, OX4 4NL  
Tel: 07377 682216 Email: clerk@littlemoreparishcouncil.gov.uk

## To: All Parish Councillors

You are hereby summoned to attend full Council Meeting of **Littlemore Parish Council** to be held at **Littlemore Community Centre, Giles Road, Littlemore, Oxford, OX4 4NL** on **Tuesday 10<sup>th</sup> October 2017** commencing at **7.00pm** for purpose of transacting the following business. Members of public and press are invited to attend



**Richard Wilkins**  
**Clerk to the Council**  
**Date: 7<sup>th</sup> October 2017**

## AGENDA

Public Forum – the first ten minutes are available for the public to express a view or ask a question on relevant Parish Council matters on the following Agenda

The Public are welcome to stay and observe the rest of meeting but will be unable to express views or ask questions.

### **186/17 Chairs Welcome**

### **187/17 Apologies for Absence**

**188/17 Declarations of Interest.** To receive any declarations of disclosable pecuniary interest or other interests which members may have in terms of the items under consideration.

(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 during the transaction of that item of business.)

### **189/17 Acceptance of Minutes Previous Meeting:** Tuesday 12<sup>th</sup> September 2017

**190/17 Correspondence:** to discuss and decide (if required) on correspondence received at Parish Council

**191/17 Chair Update:** to inform the Council of any items of note. No decisions will be taken.

**192/17 Clerk's Update:** to inform the Council of any items of note including progress on previously agreed actions.

### **193/17 Receive Finance Committee Report:**

Bank balance as at Friday 6<sup>th</sup> September 2017

Treasurers Account	<b>£102,508.94</b>
National Savings Bank	<b>£564.21</b>
Business Interest Account	<b>Closed</b>
Unity Trust	<b>£19,659.02</b>
Petty Cash	<b>£585.84</b>
Total All Accounts.	<b>£123,318.01</b>

(Outstanding Cheques for Treasurers Account £1,929.91)

### Treasurers Account

Invoices, Wages, other (paid or to be paid)	£ Incl. VAT
EE - Council Mobile	£60.00
QuickBooks	£9.00
Donnington Health Trust – Oxford Road Rent	£875.00
Microsoft Office - August	£11.28
Steel Sheet (Oxford Road)	£138.00
Wages (4 September – 15 September)	£1,005.68
Petty Cash Top Up	£500.00
Creative Play - 50% deposit Playground	£2,661.60
Microsoft Office - September	£11.28
SSE - Electric Qtr 2 Oxford Road	£155.79
BDO LLP - External Audit Fees	£522.00
Castle Water - Water Service Charge	£116.62
Wages (18 Sept - 29 Sept)	£926.80
SLCC - National Conference Delegate	£468.00
Payroll Services Qtr 2	£83.37
HMRC – August 2017	£308.18
<b>TOTAL</b>	<b>£7,852.60</b>
<b>INCOME :-</b>	
Oxford City Council	£43,500
Interest Account Transfer	£5,376.26
Westlake Plumbing – LL Advert	£25.00
<b>TOTAL</b>	<b>£48,901.26</b>

### Unity Trust Account

Invoices, Wages, other (paid or to be paid)	£ Incl. VAT
Service Charge	-£18.00
<b>Total</b>	<b>-£18.00</b>

### Petty Cash Log

Paid Out	£ Incl. VAT
First Aid Supplies	-£40.56
New Kettle for workshop area	-£15.00
<b>TOTAL</b>	<b>-£55.56</b>
<b>INCOME:-</b>	
Cash Top Up from Treasurers Account	£500.00
<b>TOTAL</b>	<b>£500.00</b>

### 194/17 Receive and Accept Planning Committee Minutes:

Planning meeting not held in September 2017, Full Council will now be required to discuss following

17/02384/FUL 89 Alice Smith Square - demolition of conservatory and erection of single-storey extension

17/01682/FUL 8 Fairlie Road - change of use from dwelling house to House in Multiple Occupation

17/02025/FUL 81 The Crescent Mandelbrote Drive - erection of single-story extension

**195/17 Receive and Accept Amenities Report:**

**196/17 Receive and Accept Working Group Reports:**

Neighbourhood Plan  
Transport  
Social Media  
Grants  
Spring Lane Improvements  
Art Project

**197/17 Receive Update from Oxfordshire County Council:**

**198/17 Receive Update from Oxford City Council:**

**199/17 Littlemore Local Update:**

**200/17 Agree Agenda items for Next meeting:** to be submitted to Parish Clerk 7 working days before Parish Council Meeting, the Clerk has final say if to be submitted to next agenda.

**201/17 Urgent items:** anything which comes to the Clerk's attention since the agenda was set.

**202/17 Clerks Contract Pay:** Only Councillors to be present.

**203/17 Date of Next Meeting:**

Tuesday 10<sup>th</sup> October 2017  
Tuesday 14<sup>th</sup> November 2017  
Tuesday 9<sup>th</sup> January 2018