



# Littlemore Parish Council

The Oxford Academy, Sandy Lane West

Littlemore, Oxford, OX4 4PW

Tel: 07377 682216

Email: [clerk@littlemoreparishcouncil.gov.uk](mailto:clerk@littlemoreparishcouncil.gov.uk)

## Members of Parish

**Council: Councillors Lynda Comber (Chairman), Macer Wicker (Vice Chairman), Sue Aldridge, Tiago Corais, Michael Evans, Anita Fisher, Dorian Hancock, Jan Pullen, Gill Sanders, Sue Stewart, John Tanner, Margaret Wareing, Maggie Willis, Kim Wicker**

Dear Councillor

You are hereby summoned to attend the **Parish Council Meeting of Littlemore Parish Council** by video link via Zoom, as per *The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020* on **Tuesday 8<sup>th</sup> December 2020 at 7.00pm** for purpose of transacting the following business.

### **Please Note:**

- Any Member of the public wishing to join the meeting is asked to contact the Clerk beforehand to ascertain the meeting details.
- Members of the public wishing to address the Council during the public participation part of the formal meeting must make the Clerk aware of their intention before the meeting starts.
- Members of the public wishing to record the meeting are asked to notify the Chairman/Clerk of their intentions so that appropriate arrangements can be made for the recording, in accordance with the Council's Standing Orders
- Members of public and press are invited to attend

*R Wilkins*

**Richard Wilkins**

**Parish Clerk and RFO**

**Date: 3<sup>rd</sup> December 2020**

## **AGENDA**

In Accordance with Standing Order 3 e-k members of the public may make representations, ask questions, and give evidence in respect of any item of business included in the agenda only.

Time allocated shall not exceed 10 minutes. No member of the public shall speak for more than 2 minutes.

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

## **FC.176/20 Apologies for Absence**

Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting.

COVID-19 (Updated July 2020)

Resolved to accept Apologies for Absence from all Parish Councillors in accordance with the Local Government Act 1972 s85 (1) for long term absence due to the restrictions from Coronavirus preventing face to face Council Meetings taking place, up to the end of the 2021 Annual Council Meeting.

## **FC.177/20 Declarations of Interest**

To receive any pecuniary or non-pecuniary declarations of interest and confirmation of any relevant dispensations.

- i. Under the Localism Act 2011 (sections 26-37 and schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interest which are not currently entered in the Member's Register of Interest or if he/she has not notified the Monitoring Officer of it.
- ii. Should any Member have a Disclosable Pecuniary Interest in an item on the agenda, the Member may not participate in consideration of that item unless a Dispensation has been requested (in writing to Clerk) and granted by the Clerk on behalf of Council.

## **FC.178/20 Minutes of Parish Council Meeting**

To receive and approve as correct record the minutes of the Parish Council meetings held on

Tuesday 10<sup>th</sup> November 2020          Full Parish Council meeting

## **FC.179/20 Council Committees**

To receive and note the minutes of

Finance Committee	2 <sup>nd</sup> November 2020
Planning Committee	2 <sup>nd</sup> November 2020

## **FC.180/20 Clerk's Update**

Verbal report from Parish Clerk (Richard Wilkins) to inform the Council of any items of note including progress on previously agreed actions.

## **FC.181/20 Chair Update**

Chairman (Vice Chairman in absence) to inform the Council of any items of note. No decisions will be taken.

## **FC.182/20 Correspondence**

To decide on the response (if required) to correspondence received at the Parish Council.

## **FC.183/20 Littlemore Local Update**

To receive update from Parish Council Editor.

**FC.184/20 Locality Support Officer & Community Response Team – OCC**

Alan Foulkes and Vivienne Glynn invited to provide a verbal or written report on work currently being undertaken in Littlemore

**FC.185/20 Review Revised Standing Orders**

Council to review revised Standing Orders and agree to adopt amendments

**FC.186/20 Set Annual Budget for Financial Year 2021/22**

Council to receive from Clerk recommendation of 'Annual Budget for Financial Year 2021/22' as agreed by Finance Committee and agree on final Budget.

**FC.187/20 Set Precept for 2021/22**

Council to receive from Clerk recommendation of 'Precept 2021/22' as agreed by Finance Committee and agree on final precept request to Oxford City Council.

**FC.188/20 Annual External Audit**

Council to receive the report of the External Auditor (Section 3 of the Annual Return) for the year ended 31 March 2020

**FC.189/20 Receive Working Group Reports**

Council to receive report from Littlemore Local Working Group and take vote on recommendations.

**FC.190/20 Parish Council Forum**

Council to note minutes of Parish Council Forum held on Monday 23<sup>rd</sup> November 2020.

**FC.191/20 Cowley Low Traffic Neighbourhoods 2020**

Council to discuss and decide if any comment to be made on scheme.

please note due to size of documents you will need to view online

[https://consultations.oxfordshire.gov.uk/consult.ti/Cowley\\_LTN\\_2020/consultationHome](https://consultations.oxfordshire.gov.uk/consult.ti/Cowley_LTN_2020/consultationHome)

**FC.192/20 Receive Update from Oxfordshire County Council**

Verbal report from Cllr Gill Sanders.

**FC.193/20 Receive Update from Oxford City Council**

Verbal report from Cllr John tanner or Cllr Tiago Corais.

**FC.194/20 Press Statements**

To decide if any press statements are required.

**FC.195/20 Parish Council Office Christmas Closedown**

Parish Council Office will be closed from Friday 18<sup>th</sup> December 2020 and will reopen on Monday 4<sup>th</sup> January 2021. (Emails will NOT be checked during this period)

Council to note officers will be on leave during this period, Maintenance team will be at work except for Bank Holiday's and Weekends.

### **FC.196/20 Agenda items for Next meeting**

Motions 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. **Deadline for next meeting Monday 4<sup>th</sup> January 2020.**

**To move:** that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

### **FC.197/20 Provisions of IT Services**

Parish Clerk to provide members with 3 quotations for provisions of IT Services, Councillors are to vote for which quote to accept.

### **FC.197/20 Date of Next Meeting**

Tuesday 12<sup>th</sup> January 2021

**FROM EVERYONE AT LITTLEMORE PARISH COUNCIL**

