

Littlemore Parish Council

Sandford Lodge, 24 Lawn Upton Close, Littlemore, OXFORD, OX4 4QF
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Members of Parish Council: Cllrs Maggie Willis (Chair), Susie Aldridge, Tiago Corais, Michael Evans, David Henwood, Sadiea Mustafa-Awan, Michele Paule, Janice Pullen, Anna Railton, Sue Stewart.

You are hereby summoned to attend a Full Parish Council Meeting to be held at Littlemore Village Hall, Railway Lane, Littlemore OX4 4QB on Tuesday 12th July 2022 at 7pm for the purpose of transacting the following business. Members of the public and press are invited to attend.

Maggie Willis, Chair, Littlemore Parish Council

Agenda

Public Forum – the first ten minutes are available for the public to speak or ask a question on relevant Parish Council matters on the following Agenda. The public are welcome to stay and observe the rest of the meeting.

FC 35/22 Chair's Welcome

FC 36/22 Apologies for absence

Apologies received by the Assistant Clerk will be recorded and it will be for Full Council to decide whether to approve a member's reason for absence.

FC 37/22 Declarations of Interest

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

- i) Members are required to declare any interests which are not currently entered in the Member's Register of Interests 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 first been requested (in writing) and granted by the Council (see Dispensation Procedure).

FC 38/22 Minutes of the last Full Council Meeting

To receive and approve as correct record the minutes of the Annual Meeting of the Parish Council held on Tuesday 14th June.

FC 39/22 Minutes of Council Committee Meetings

To receive and note the minutes of the following Committee meetings:

Finance Committee Thursday May 26th and Planning Committee Thursday May 26th

FC 40/22 Chair's Update

Report from the Chairman on any Items of note.

FC 41/22 Assistant Clerk's Update

Report from the Assistant Clerk on any items of note.

FC 42/22 Correspondence

To decide on any response to correspondence received.

FC 43/22 Finance

- (i) To receive a verbal report from the Chairman of the Finance Committee.
- (ii) Council resolves: To open a deposit account with the Unity Trust Bank.
- (iii) Council resolves: To reduce the Lloyds Treasurer's Account balance to £500.
- (iii) Council resolves: To close the Lloyds Instant Access deposit account.
- (iv) Council resolves: To amend Financial Regulation 5.4b to enable the Clerk/RFO to make transfers up to £20,000 between LPC accounts.

FC 44/22 Personnel

- (i) To appoint Proper Officers to serve until the appointment of a new Clerk.
- (ii) Council resolves: To draft an advertisement for a Clerk to be placed in Oxford Daily Information at the beginning of September.
- (iii) Council Resolves: To approve Parks, Play Area and Equipment training for the Chair (£110 +vat) and First Aid training for Maintenance Team member (£100).

FC 45/22 Working Group Reports

To receive verbal reports from the Lead Councillor of the following Working Groups:

- (i) **Community Engagement & Climate & Biodiversity**
To receive and note Working Group meeting notes from 20th June and update on any subsequent matters.
- (ii) **Estates and Maintenance**
To receive and note Working Group meeting notes from 27th June and update on any subsequent matters.
- (iii) **Transport and Connectivity**
To receive and note Working Group meeting notes from 29th June and update on any subsequent matters.
- (iv) **Information Technology**
- (v) **Grants**
To receive and approve the form and guidance notes for Small Grant applications 2022-23, prepared at Working Group meeting on 4th July.

FC 46/22 Littlemore Local

To receive an update from the Editor of Littlemore Local.

FC 47/22 Oxford County Council

To receive a report from Cllr Michelle Paule on activities at Oxfordshire County Council that affect Littlemore.

FC 48/22 Oxford City Council

To receive a report from Cllr Tiago Corais or Cllr Nadine Bely-Summers on activities at Oxford City Council that affect Littlemore.

FC 49/22 Operation London Bridge

To agree plans to mark this event.

FC 50/22 Date of next meeting and Agenda Items

To confirm the dates of the next Full Council meeting. Motions to be submitted to Assistant Clerk at least seven working days before next meeting.