

# Littlemore Parish Council

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**Members of Parish Council:** Cllrs Maggie Willis (Chair), Susie Aldridge, Tiago Corais, Michael Evans, Dorian Hancock, Joyce Milligan, Sadiea Mustafa-Awan, Janice Pullen, Anna Railton, Chris Smowton, Anne Stares, 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 11<sup>th</sup> April 2023 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. Please inform the Chair of your wish to speak ahead of the meeting. The public are welcome to stay and observe the remainder of the meeting.

### **FC 170/22 Chair's Welcome**

### **FC 171/22 Apologies for absence**

Apologies received will be recorded. It will be for Full Council to decide whether to approve a member's reason for absence.

### **FC 172/22 Declarations of Interest**

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

### **FC 173/22 Minutes of the last Full Council Meeting**

To receive and approve as correct record the minutes of the Parish Council meeting held on Tuesday 14<sup>th</sup> March 2023, which you can view on the Council's website here: [Draft Minutes](#).

### **FC 174/22 Minutes of Council Committee Meetings**

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

- a) Finance & General Purposes on Thursday 30<sup>th</sup> March, which you can view on the Council's website here: [Finance](#).
- b) Planning Committee on Thursday 30<sup>th</sup> March 2023, which you can view on the Council's website here: [Planning](#).

### **FC 175/22 Resignations and new Appointments**

- a) To receive resignations from Cllr Willis as Chair of the Personnel Committee and Chair of the Small Grants Working Group.
- b) To elect a new Chair of the Personnel Committee
- c) To elect a new Chair of the Small Grants Working Group.

**FC 176/22 Co-option Policy & Procedures (Annex A)**

To consider a proposal to adopt a Parish Council policy for the co-option process.

**FC 177/22 Chair's Update and Correspondence**

To receive a report from the Chair on any items of note and the Council's response to any correspondence received.

**FC 178/22 Finance**

- a) To receive a report from the Chair of the Finance and General Purposes Committee.
- b) To consider a recommendation from the Finance and General Purposes Committee to transfer £1,000 in the 2022-23 budget from Pest Control to Affiliation Fees.

**FC 179/22 Neighbourhood Plan**

- a) To note the draft minutes of the Neighbourhood Plan Working Group meeting held on Tuesday 21st March 2023 (Annex B).
- b) To note the report from the Neighbourhood Plan Working Group (Annex C).

**FC 180/22 Transport & Connectivity**

- a) To note the draft minutes of the meeting held on Friday 24th March 2023 (Annex D).
- b) To note the draft record of the inquorate extraordinary meeting on Friday 31st March 2023 (Annex E).
- c) To approve the recommendations of the Transport and Connectivity Working Group regarding responses to various consultations (Annex F).

**FC 181/22 Estates & Maintenance**

To receive a report from the Estates and Maintenance Working Group.

**FC 182/22 Community Engagement Climate & Biodiversity (Annex G)**

To note the draft minutes of the meeting of the Community Engagement Climate and Biodiversity Working Group held on Monday 20<sup>th</sup> March 2023.

**FC 183/22 Coronation Events**

- a) To receive a progress report on the commemoration plaque for the Coronation Tree.
- b) To decide the date and time to celebrate the placement of the commemoration plaque.

**FC 184/22 Motion**

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

**FC 185/22 New Clerk/RFO Update**

To receive an update on the appointment of the new Clerk/RFO.

**FC 186/22 Staff Salaries**

To consider recommendations from the Personnel Committee regarding changes in staff salaries for the 2023-24 financial year.

**FC 187/22 Date of next meeting. which is the Annual Meeting**

Tuesday 9<sup>th</sup> May 2023 at The Village Hall, at 7.00 pm.

**FC 188/22 Date of the Annual Parish Meeting**

Tuesday 23<sup>rd</sup> May 2023 at the Village Hall, at 7.00 pm.