To all members of Tetsworth Parish Council

You are summoned to attend the Parish Council meeting, detailed below

**Tetsworth Parish Council Memorial Hall, Tetsworth**

**at 7.30pm on Monday 10th June 2019**

**A G E N D A**

Members of the Public and Press are welcome to attend.

1. **Apologies for Absence**
2. **To Receive Declarations of Interest**

***Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting***

1. **Minutes of the Council Meeting held on the 13th May 2019 to be signed as a correct record.**
2. **Matters arising from the minutes not on the Agenda**
3. **To formally acknowledge Helen Long’s (previously known as Helen Johns) acceptance of Office.**
4. **Public Questions**.
5. **Update of Actions List**

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref.** | **Action Required** | **Resp** | **Progress** |
| 23/17 | Enforcement of hedge replacement at 31 Marsh End | PGC | As yet this has not been replaced. Ongoing. PGC will review current correspondence |
| 22/17? | Properties beside the ditch on the Green would be contacted about the responsibility of maintaining the ditch and hedge | PGC | Confirmed by Land Registry & OCC that the ditch & Hedgerow adjoining the Green is the responsibility of The Swan, Swan Gardens and Victoria Gardens on the Eastern side. Northern ditch and hedgerow responsibility of D.Nixey and requires maintenance. Forest School Land and ditch confirmed as Parish Council responsibility. Individual landowners will be contacted to advise of confirmed ownership. PGC to review old minutes for exact information going forward.  HC concern item code incorrect. Evidence for discussion. |
| 87/17 | Footpath at Attington Stud. Path rerouted. No planning application submitted. | PGC | Jackie Smith had response from Attington - ongoing. PGC to review current information forwarded to him. |
| 330/18 | Red Lion PH – community asset needs to be renewed. | HC | Community Asset runs out 2/10/2019  HC to review Documents in preparation |
| 48a/18 | The defibrillators were purchased by the Cozens Bequest. & paid for their adoption by the Community Heartbeat Trust. Maintenance plan & insurance with Community Heartbeat Trust | HC/HB | Cozens Bequest Will continue to pay for Maintenance. Hazel Bottone (HB) to continue Weekly checks. Agreed by TPC  HC to check each July that the maintenance and insurance is in order. |
| 48b/18 | St Giles Church/Probation Service. SR. has contacted them and is waiting for a response. | SR | There is still no availability. Still ongoing. SR will chase again |

**8. County Councillors Report.**

**9. District Councillors Report**

**10. Parish Councillors Report.**

**Finance**

**11. To Receive** **and Approve** the monthly financial report.

**12. To Approve** expenditure and sign cheques/approve electronic payment.

OALC £714.00

DTC x 3 invoices £768.00

H. Croxford £560.46

Coco Accounting £156.00

SKP Solutions £72.00

Impact Accoustics £954.00

Phillip Hughes £6960.00 – To Note Previously approved Feb 2019 and paid 04.06.19

**13. To Discuss PWLB** Payment made 31 May 2019

**14. Review of: Asset Register and Risk Assessment**

**15.** **To Discuss and Approve** the Internal Audit from – Coco accounting.

**16.** **To Discuss and Approve** Council Communications and social Media, Antivirus Protection and telecommunications.

**17. Play Area/Skatepark**

Update and Report on Recent Inspection.

To approve purchase of 200 Fixing pegs for the play mats. £59.06

**18.** **To Discuss** Administrative responsibilities for,

Planning

Council Web page

Clerk Point of Contact for Employment Issues.

**Planning**

**19. To Discuss** the following planning applications.

**Application P19/S1413/FUL Minor, Installation of ground mounted solar pv array on grassland adjacent to The Oxfordshire Golf Hotel Complex, Rycote Lane Milton Common Thame OX9 2PU**

Extension to closing date agreed by Paul Lucas for discussion by this Parish Meeting.

Response needed by 14th June 2019.

**20. To Discuss** anyfurther Planning Considerations at the meeting.

**21**. **To Receive** an Update on the Travellers Appeal.

**22. To Receive** an update on the Tetsworth Neighborhood Plan.

**23. To Consider** any issues about the village environment.

a. To discuss speed monitoring through the village. Community Speedwatch – Scheme accessible through our PCSO.

b. To discuss The Beech Tree, 52 High Street. Next to War Memorial.

c. To discuss the purchase of a new Parish/Village Hall Notice Board.

d. Confirmation that road closure sign has been displayed.

e. To note urgent tree works completed by DTC as requested in the Thinktrees report and Further three tenders requested from Four Seasons Tree Care, JB Tree Services and Devey Tree Care for subsequent works required.

**24. Correspondence**

a. Press Release New Cabinet at SODC

b. Community Emergency Planning Survey for 2019 – Deadline missed.

c. Letter from The Old Forge, re notice boards.

d. Invitation to Neighbourhood Planning Policy Workshop.

e. Confirm Contact list is correct and add any missing contacts.

**25. Items for Next Agenda Not Already Mentioned.**

**26. Date of the next meeting 8th July 2019 at 7.30pm**

**27. To Close the meeting.**

**28. Open Forum.**