



Claydon with Clattercote

## CLAYDON WITH CLATTERCOTE PARISH COUNCIL

The council is hereby summoned to the Annual Meeting of the Parish Council to be held on:  
**Tuesday 13th May 2025 at 19:30pm in Claydon Church Room**  
 (All members of the public are very welcome at this meeting)

### AGENDA

1. To elect the Chair and sign the declaration of acceptance of office
2. To consider nominations for co-option and elect additional members and sign declarations of acceptance of office
3. To receive apologies for absence.
4. To receive declarations of personal or prejudicial interests
5. **Public participation session.** The time allocated is at the discretion of the council/chairman but generally is restricted to a maximum of 20 minutes. Residents are invited to give their views and question the parish council on issues on this agenda or raise issues for future consideration at the discretion of the chairman. Members of the public may not take part in the parish council meeting itself. This period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire.
6. To approve the minutes of the Parish Council (PC) meeting held on Tuesday 11 March 2025
7. To receive the report from the District Councillor
8. To receive the report from County Councillor
9. To receive updates on actions from previous meetings and agree associated expenditures and actions

a. Flooding around Church Lane	Ongoing	Cllr Denham
b. Nest Boxes by sewage tree works	In progress	Cllr Denham
c. Village Event	In progress	Cllr Ferdani
d. Update on planting project Trust for Oxfordshire Grant (grant awarded)	In progress	
e. Tree Survey Actions	In progress	
f. Glamping Bus, Haybridge Wharf Farm	In progress	Cllr Denham
g. Emergency Plan	In progress	All
h. Playfield Noticeboard	In progress	Cllr Knight
i. Village Gateways	In progress	Cllr Knight
j. Update on highways issues (Walkabout with OCC)	In progress	Cllr Knight
k. Installation of picnic tables and benches	In progress	Clerk/Cllr Knight
l. Installation of village gates	In progress	Clerk/Cllr Knight

m. To consider correspondence regarding the installation of a bespoke track for remote control (RC) car track at Claydon Playing Field	Ongoing	
n. To consider how to progress filling the vacancies for parish councillors	Ongoing	
o. Welcome Pack - To agree to add the welcome pack to the website.	Ongoing	
p. Playground improvements/maintenance: To consider any remedial works or improvements works that are needed to the playground.	Ongoing	

**10. FINANCE AND ADMINISTRATION**

- a) Financial Report and Bank Reconciliation – to receive the report and bank reconciliation
- b) Invoices for Payment – to approve invoices for payment itemised on the payment schedule
- c) To note Receipts received
- d) To agree the new “.gov.uk” domain name and email addresses for the new Parish Council website and consider changing the current domain provider
- e) To approve the purchase of a laptop computer for the clerk/RFO (within a £450 budget)

**10. PLANNING - to consider all recent applications received from Cherwell District Council detailed below, and to note recent planning decisions received from Cherwell District Council.  
(None received at time of producing the agenda)**

**11. COUNCILLOR AND CLERK TRAINING**

- a. to consider and OALC training courses currently offered and approve councillor and/or clerk attendance
- b. to receive an update on councillor/clerk training received

**12. CORRESPONDENCE – To note correspondence received not otherwise on the agenda where decisions are not required**

**13. REVIEW ANNUAL TIMETABLE AND CONSIDER ITEMS FOR INFORMATION OR NEXT AGENDA  
(New subjects raised will be tabled for the agenda of the next meeting)**

**14. DATE OF NEXT MEETING TO BE AGREED/CONFIRMED**



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8<sup>th</sup> May 2025