

DUNS TEW PARISH COUNCIL

All members of the Duns Tew Parish Council are summoned to attend the meeting of the Parish Council, on **Monday 13 May 2024 at 7:30pm**, in the Village Hall, for the purpose of considering and transacting the business as set out in the following agenda:

Jean Ralfe – Clerk to the Parish Council
Telephone: 01869 349012.

7 May 2024

MEMBERS OF THE PARISH AND PRESS ARE WELCOME TO ATTEND:

AGENDA

1. **Election of the Chairman:**
2. **Election of the Vice Chairman:**
3. **Apologies for absence:** To receive any apologies.
4. **Declarations of Pecuniary Interest and Dispensations:** To receive any declarations of interest and requests for dispensations from Councillors relating to items on the agenda, in accordance with the Council's Code of Conduct.
5. **Minutes of the Last Meeting:** To receive the minutes of the last meeting: 4th March 2024.
6. **Public Participation:** To receive questions from members of the public relating to items on the agenda, in accordance with the Council's code of conduct and standing orders. Up to 20 minutes are allowed for public participation. Participants are restricted to 5 minutes each or 5 minutes per item.
7. **County and District Councillors Reports:** To receive reports from the county and district councillors. Restricted to 5 minutes each.
8. **Meeting dates for 2024/25:** To resolve to agree meeting dates for the next year.
9. **Finance:**
 - a) Payments due - to resolve to pay accounts as presented.
 - b) Income received – to receive details of income.
 - c) Financial Review - to receive details of Parish Council finances to date.
 - d) Asset Register - to review the asset register.
 - e) Year End Accounts
 - f) Internal Auditors Report.
 - g) Governance Statement.
 - h) Public Notice dates
 - i) Insurance Review & Renewal.
 - j) Appointment of Internal Auditor.
10. **Publication Scheme:**

To resolve to adopt the publication scheme (Freedom of Information Act 2000) ICO recommendation.
11. **Play Area:**
 - a) To resolve to refurbish the Toddler Area.
12. **Clerk's Report:**
 - a) To update on progress, outstanding issues and actions.
13. **Portfolios of Work:** To allocate portfolios of work to Councillors.

14. Parish Matters:

- a). **Amenities – update Councillor Hall**
 - 1. To receive an update on the Play Area maintenance.
 - 2. To receive an update on play area checks.
- b). **Community – update Councillor Semple**
 - 1. To receive an update on the defibrillator.
 - 2. To receive an update on the welcome pack.
 - 3. To receive an update on the emergency plan.
- c). **Planning - update Councillor Landless**
 - 1. To consider planning updates, applications and responses.
- d). **Services – update Councillor Tickle.**
 - 1. To receive an update VAS/Speeding/Road Signs and 20s Plenty Campaign.
- e). **Environment – update Councillor Howard.**
 - 1. To receive an update on environmental activities.

15. Correspondence: To advise of correspondence for information and consideration.

16. Reports from Meetings: To receive reports from meetings for information:

- a) Mid Cherwell Neighbourhood Forum: Cllr. Tickle

17. Date of Next Meeting: Monday July 2023 at 7:30pm.