

North Leigh Parish Council

Clerk: Allison Leigh, 26 Eaton Village
Eaton, Oxfordshire OX13 5PR
Telephone: 01865 865 876

Date: 8th April 2022

To all members of the Council: You are hereby summoned to attend the **North Leigh Parish Council Meeting** on Thursday 14th April 2022 at 7:30pm for the purpose of transacting the following business.

Allison Leigh, Parish Clerk

1/22. Apologies for absence: Councillor Robert Gunn

2/22. Declarations of interest

3/22. Minutes of the meeting held 10th March 2022: To sign and approve the minutes of the meeting of 10th March 2022

4/22. Parish Councillor Vacancy: To discuss the Parish Councillor Vacancy with a view to co-opt a candidate

5/22. Public Forum

6/22. District and County Councillor Reports: To hear reports from District and County Councillors

7/22. Action items: To discuss an addendum to the minutes with a list of actions, those responsible and a targeted date of completion

8/22. Neighbourhood Plan: To update Council with regards to a Neighbourhood Plan

- To resolve the Designated Area for the Neighbourhood Plan
- To resolve to create a Steering Group (name and role to be determined) and Terms of Reference for the Neighbourhood Plan

9/22: Communication:

- **Newsletter cost/content:** To discuss the type of content for the Parish Council Newsletter and potential funding by Oxfordshire County Council
- **Social Media:** To discuss the possibilities of the Parish Council using social media as a communication tool

10/22: Document Retention Policy: To review and discuss a draft Document Retention Policy with a view to adopt at the Annual Parish Council meeting

11/22: APCM/APM: To discuss plans for the Annual Parish Council meeting and Annual Parish Meeting

12/22: What do you want NALC to be doing for your council?: To discuss the correspondence sent and any items the council would like to suggest to NALC

13/22: Library Agreement: To agree the Partnership Working Agreement

14/22: Defibrillator at the Memorial Hall: To discuss the placement of the defibrillator at the Memorial Hall and Risk Assessment

15/22. Planning Applications: To discuss the following planning applications and determine the Parish Council's responses

<u>Planning number</u>	<u>Address</u>	<u>Proposal</u>	<u>Date comments due</u>
22/00723/FUL	Land West of Ferndale New Yatt Road North Leigh	Erection of 2 detached and 3 terraced houses together with associated garaging, car parking and landscaping works. Alterations to existing accesses.	15/4/22
22/00724/HHD	1 Wilcote View North Leigh	External alterations to include changes to fenestration and doors and installation of additional front dormer window. Construction of first floor rear extension, removal of existing chimney and installation of new flue in revised position	15/4/22
22/00730/HHD	17 Park Road North Leigh	Erection of single storey extension to form boot room	19/4/22

16/22. Open Spaces Report

- **Playgrounds:**
 - To have an update on the refurbishing of Children's Playground
 - To have a report on the Adventure Playground
 - Children's Playground Lease: To have an update on the Children's Playground Lease
- **Cuckamus Green report:** To hear the report on Cuckamus Green
- **Allotment land/parking lease:** To confirm Heads of Terms
- **Ash trees at Windmill Heights:** To discuss the two quotes received and ascertain exactly what work needs to be done
- **Footpaths:** To discuss the maintenance and monitoring of the footpaths

17/22. Cemetery/Churchyard

- **Activity:** To hear a report on any activity in the cemetery

18/22. Traffic/ Highway matters/Speedwatch: To have an update on traffic/highway matters and Speedwatch

- 20 MPH zones / OCC initiative

19/22. Finance Report: To review and authorise payments

- Institute to Cemetery and Crematorium Management: To confirm membership to ICCM

20/22. Correspondence: To review any correspondence

21/22. Matters for report: To raise matters for discussion without decision or items for next meeting.

22/22. Date and time of next meeting: To confirm the next meeting dates as the 11th May 2022 for the Annual Parish Meeting and the 12th May for the Annual Parish Council Meeting. Times to be discussed.

23/22. Report from the HR Working Group: To discuss staff working hours and home working allowance per HMRC. *Note: This is a confidential agenda item with members of the public and press excluded.*