



MINSTER LOVELL PARISH COUNCIL

www.minsterlovell-pc.gov.uk

Parish Clerk: Debra Rouget

Email: info@minsterlovell-pc.gov.uk

Tel: 07712 705865

To: All Members of Minster Lovell Parish Council

You are hereby summoned to a meeting of the Parish Council on **Monday 20 November 2023 at 7.00pm** at St Kenelm's Hall, Brize Norton Road, Minster Lovell, for the transaction of the business stated below. The Public and Press are also invited to attend.

The Agenda is as follows:

1. Welcome/Members present and apologies for absence
2. Declaration of interest in agenda items
3. Parishioner's public participation (for questions and comments on agenda items)
4. To receive the minutes of the Parish Council Meeting dated 16 October 2023
5. To receive an update from District and County Councillor Liam Walker
6. To receive an update from District Councillor Colin Dingwall
7. To review planning applications, decisions, and appeals*
 - 7.1 **23/02650/HHD** Erection of single storey side extension, front entrance porch and detached outbuilding comprising gym and playroom. 166 Brize Norton Road Minster Lovell Witney. Comments by 7th November. (Extension agreed to 21st November)
 - 7.2 **23/02710/HHD** Erection of double storey and single storey rear extensions and insertion of to side elevation. 43 Ripley Avenue Minster Lovell Witney. Comments by 15th November 2023 (Extension agreed to 21 November)
 - 7.3 **23/02738/HHD** Formation of vehicular access and provision of off street car parking. Jasmine Cottage Old Minster Lovell. The application is in or affecting the Minster Lovell Conservation Area. Comments by 24th November 2023
 - 7.4 **22/03240/OUT** Notification of Planning Appeal to Outline planning permission for the development of up to 134 dwellings on land south of Burford Road, Minster Lovell. Deadline for receipt of representations 6th December 2023.
 - 7.5 **23/02925/FUL** Erection of single storey dwelling and associated works. Land Adjacent To 11 Upper Crescent Minster Lovell Oxfordshire. Validated 3 November 2023
 - 7.6 **23/02413/HHD** Formation of hardstanding for private off street parking. Lavender Cottage Old Minster Lovell Consultation. Comments by 23rd October 2023. Application is in or affecting the Minster Lovell Conservation Area. - Update
8. Review of the action log – for discussion and decisions
 - 8.1 Litter and dog bin location
 - 8.2 Path at Ripley Avenue
 - 8.3 Fencing around quarry at allotment
9. Oxfordshire Councils Charter Survey. Closing date 10th December 2023 – for decision
10. Policy review:
 - 10.1 Risk register – for decision
11. Ripley Avenue



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11.1 Monthly Inspection Report

11.2 Thank you card – Cllr Bicker

12. Allotments update - Cllr Williams and Layt

12.1 Idea for a community garden – update

13. Ripley Avenue Playpark Project up-date (Cllr. Bicker)

13.1 Draft tendering document – for decision

13.2 Suggestions for modifications – for decision

14. Dog warden report – To note

15. Remembrance Service de-brief – to note

16. To discuss correspondence received that requires action

16.1 Resources to support older people during winter months from Age Uk Oxfordshire – for decision

16.2 Dropping kerbs at significant points around the village – Cllr Williams

16.3 Oxfordshire County Council Lane Rental Scheme Proposal Consultation - For decision

16.4 Request for funding for fencing on School Hill – for decision

16.5 Fixmystreet updates School Hill – for information

16.6 Parking issues at Dovecote Park – for decision

17. Arrangements for Christmas gathering following the December Meeting – for decision

18. Finance

18.1 To receive updates on monthly bank reconciliation for October 2023 and note balances as at 27 October 2023:

Community account £52,549.54

Business savings account £56,055.49

18.2 To note reserves figure as at September 2023

18.3 To consider and approve receipts and payments due

Spending powers	Payee	Invoice No	Details	Net amount £	Total amount £
103	Multi-hands	INV00777	Window cleaning November	50.00	50.00
115	Ubico	60064064	Ground works	898.28	898.28
106	D Rouget	November	Clerk salary	private	private
111	D Rouget		Expenses November 2023	86.48	86.48

18.4 To report payments to be made with the Council Debit Card

Spending power	Payee	Reason	Net £	£
138	Giff Gaff	Mobile	10.00	10.00
146	Castle Water	Water charges 1 Oct to 1 Nov	6.30	6.30

*Listed planning applications and financial entries are those received by the Clerk in advance of drafting the meeting agenda. The Council will review all applications received and financial transactions up to the date of the meeting.

Signature Clerk:

Public Speaking Policy. Minster Lovell Parish Council recognise that communication with parishioners is valuable when making informed decisions and a Parishioner's Public Participation section is made available at the beginning of Council meetings for this purpose.



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Please Note:

- Public speaking will be allowed on any agenda item by parishioners of Minster Lovell, at the Parishioner's Public Participation section only. Thereafter public speaking is not permitted.
- After introducing themselves, Parishioners are permitted to speak for 3 minutes on Planning Applications and decisions and a further 3 minutes on other agenda items. The time must be strictly adhered to and speakers are encouraged to practice their presentation in order to use the time constructively.
- Speakers should clearly outline their views concerning the agenda item and representations should be confined to spoken comments.
- Councillors, through the Chairman, can seek clarification only of points made by the speakers.
- Council meetings are held in public and therefore, no comments of a personal, slanderous, defamatory or otherwise offensive or abusive nature should be made.
- The Chairman of the Council has the right to stop anyone speaking if such comments are made and the speaker may then forfeit their opportunity to continue to speak.