



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 18th March 2024 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 19th February 2024
5. Update on progress from the Minutes – the Clerk to report on progress of outstanding items which do not require further decision
6. To receive an update from District and County Councillor Liam Walker
7. To receive an update from District Councillor Colin Dingwall
 - 7.1 Action from meeting held on 15th January 2024. Planning Appeal **22/03240/OUT**. Request that a distinction be made between village residents wanting housing and those from other areas wanting to live in Minster Lovell, so as to establish actual need.
8. To review planning applications, decisions, and appeals*
 - 8.1.i **22/03240/OUT** Planning Appeal to Outline planning permission for the development of up to 134 dwellings on land south of Burford Road, Minster Lovell. – Update
 - 8.1.ii **22/03240/OUT** Proposed S106 Agreement for Planning Application
 - 8.2 **24/00363/FUL** Formation of hardstanding for private off street parking (part retrospective) Lavender Cottage Old Minster Lovell Minster Lovell. Comments by 20th March 2024
 - 8.3 **23/03240/CLE** Application for a Certificate of Lawfulness. Longacres, Bushey Ground
 - 8.4 **24/00512/HHD** Erection of two storey side extension with rear dormer along with construction of a conservatory to rear (part retrospective) 125B Brize Norton Road Minster Lovell. Comments by 3rd April.
9. Ripley Avenue
 - 9.1 Monthly Inspection Report
 - 9.2 Ripley Avenue Playpark Project - Consultation preparation and timeline – for decision
 - 9.3 Land at 6 Ripley Avenue
10. Allotments update - Cllr Layt
 - 10.1 Issues with plot 4b – for decision
11. Village News – For approval
12. Dog warden report – To note
13. To discuss correspondence received that requires action
 - 13.1 Request for railings on the footpath from Dovecote Park to Upper Crescent. - Cllr Bicker
 - 13.2 Response to issues with sewage discharge and low water pressure from Thames Water



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13.3 Litter picking event – for decision

14. Finance

14.1 To receive and approve quotes for:

Noticeboard installation outside post office, including Parish Council Header £388 + VAT Day1Displays.

14.2 To receive updates on the monthly bank reconciliation for February 2024 and note balances on bank account

14.3 Grant application requests 2024-25 – for decision

Minster Lovell Village Trust
 St Kenelm's Primary School

14.4 To consider and approve March and April receipts and payments due:

Income March			
Name	Reason	Method	Amount £
R Wait	Allotment water charge	online	10.85

March

Spending powers	Payee	Invoice No	Details	Payment method	Net amount £	Total amount £
103	Multi-hands	INV00823	Window cleaning March 2024	Online	50.00	50.00
106	D Rouget	March	Clerk salary	Online	private	private
111	D Rouget	N/A	Expenses Feb/March	Online	private	private
137	OALC	subscription	Membership 2024-25	Online	303.69	364.43
115	R Hubber	PC25	Grass Cutting	Online	278.00	278.00

April

Spending powers	Payee	Invoice No	Details	Payment method	Net amount £	Total amount £
103	Multi-hands	tbc	Window cleaning April 2024	Online	50.00	50.00
106	D Rouget	April	Clerk salary	Online	private	private
111	D Rouget	N/A	Expenses Feb/March	Online	private	private
115	R Hubber	tbc	Grass Cutting April	Online	278.00	278.00
143	FC Harris	tbc	Protection rail Ripley Avenue	Online	534.50	641.40
143	Day1displays	tbc	Noticeboard installation	Online	388.00	465.60
134	Coffee and chat	N/A	S137 grant 1 st payment	Online	500.00	500.00
134	Community Counts	N/A	S137 grant 1 st payment	Cheque	850.00	850.00
134	MLPFT	N/A	S137 grant 1 st payment	Online	1000.00	1000.00
134	Trustees of Wash Meadow	N/A	S137 grant 1 st payment	Cheque	1250.00	1250.00
114	P Woodley	N/A	Fishing bailiff work 2024-25	Cheque	75.00	75.00
114	Post Office	N/A	Defibrillator 2024-25	Cheque	30.00	30.00
114	D Warner	N/A	Flowers at war memorial	Cheque	50.00	50.00
118	ICO	ZA329531	Data protection fee from 23/04/24	Online	40.00	40.00

15. Consideration of Tenders - Ripley Avenue Playpark development – **Confidential item**

s.1 (2) Public Bodies (Admission to Meetings) Act 1960. The public are excluded as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Minster Lovell Parish Council Standing Orders adopted 20th March 2023 item 11c



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*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:

DATE AND VENUE CHANGE FOR PARISH COUNCIL MEETING IN APRIL – 29th April 2024 at Minster Lovell Methodist Church.

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.

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.