



MINSTER LOVELL PARISH COUNCIL

www.minsterlovell-pc.gov.uk

Parish Clerk: Vanessa Oliveri

Email: clerk@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 20th January 2025 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 and approve the minutes of the Parish Council Meeting dated 16th December 2024
5. To receive and approve the minutes of the Budget Setting Meeting dated 23rd December 2024
6. Update on progress from the minutes of the meetings held on 16th and 23rd December 2024
7. To receive an update from District and County Councillor Liam Walker
8. To receive an update from District Councillor Paul Marsh
9. To review planning applications, decisions, and appeals*
 - 9.1 Planning applications – None received at point of agenda being sent out
 - 9.2 Decision: 24/02845/CND Land adjacent to 11 Upper Crescent, Minster Lovell – Discharge of condition 4 (surface water drainage scheme) of planning permission 23/02925/FUL (amended). **CDC's decision: APPROVED ON 17TH DECEMBER 2024.**
10. Neighbourhood Plan (NP)
 - 10.1 To receive notes of Neighbourhood Planning meetings held to date
 - 10.2 To receive a NP progress report and receive recommendations for decision (Cllr. Usherwood)
 - 10.3 To approve a NP grant form for £4,400.00. To note the deadline for grant submission is 23rd January 2025
 - 10.4 To discuss and approve the NP committee to use the Parish Council's Parish Online to access maps
11. S106 funding Minster Lovell Playing Field Trust – for update
12. Village Hall Development Project – update
13. Allotments Up-date (Cllr. Usherwood)
14. Ripley Avenue:
 - 15.1 Monthly up-date report (Cllr. King)
 - 15.2 Re-positioning of Queen Elizabeth Memorial Bench
 - 15.3 Play Park Tree Planting
15. Dog warden report – To note
16. Email Address: To agree Parish Councillors to use Parish Council email address
17. Finance
 - 17.1 To receive and approve quotes for: Churchyard grass cutting 2025 – for decision
 - 17.2 To receive and approve quotes for emptying bins in the Village – for decision
 - 17.3 To receive and approve quotes for cutting back the river Windrush Island



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17.4 To receive updates on the monthly bank reconciliation for 31st December 2024 and note balances on bank account:

Balance on savings account as at 31st December 2024 £ 57,841.58

Balance on current account as at 31st December 2024 £107,318.39

17.5 To consider and approve January receipts and payments due:

Spending powers	Payee	Invoice No	Details	Payment method	Net amount £	Total amount £
	D Haley	N/A	Chairman's Expenses	Cheque	68.54	68.54
106	V Oliveri	N/A	Clerk salary January 2025	Online	private	private

*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: *V. Oliveri*

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.

- o 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.
- o 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.
- o Speakers should clearly outline their views concerning the agenda item and representations should be confined to spoken comments.
- o Councillors, through the Chairman, can seek clarification only of points made by the speakers.
- o Comments of a personal, slanderous, defamatory or otherwise offensive or abusive nature will not be tolerated
- o 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.