**BRAILES PARISH COUNCIL**

**Dear Councilor, I hereby summon you to the Parish Council Meeting that will be held on Monday June 29th 2015 at 7.30.p.m. in Brailes Village Hall**

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**AGENDA**

**The Chairman would like to remind everyone of the new legislation regarding the right to record as of Aug 2014, and that the meeting will be recorded. If anyone else would like to record the meeting please could they speak to the chairman or clerk first,**

1. **Disclosure of Interests**

# Councillors are reminded that they must act solely in the public interest and should not improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for themselves, their family, a friend or close associate.

# To Receive any written request for dispensation regarding discloseable pecuniary interests

**2. Approve and sign the Minutes of the May Meeting, to agree any apologies**

1. **Reports from sub-committees –**

Neighbourhood Plan –

* + - Proposal that the “ban” on Mr Paul Clark and Mr John Dudbridge being involved in the NDP is removed.
    - Proposal that the Terms of reference for the NDP are amended to allow more than eight members to be on the steering group.
    - Proposal that Mr Paul Clark and Mr Richard Cheney join the steering group committee subject to their acceptance.
    - We need to formally appoint two Parish councillors to be contacts for Locality.  Cllr de Maillet suggests himself and one other.

1. **Floodwatch Report –** toreceive a brief update of any flood news from Brailes Floodwatch team

To have a report back from the meeting with Paul Rymen from the Warwickshire Flood Team

1. **Matters Arising since the last meeting**

**Those needing decisions**

* New address for Elm Tree House – the clerk has had 2 written requests to overturn the decision to use Becketts Close. David Jepson, the owner of Elm Tree House has requested that the address be Elm Tree House, Castle Hill Lane.
* Housing needs survey – some facts have come to light over the course of the month through correspondence between the councilors and from John Crossling at WALC.

Key points:

* Not requested by Parish Council but by land owner/ developer
* Discussions may have taken place with a Parish Councillor but lack of minutes mean that these discussions were clearly  the views of the individual.
* The final document looks like it is an official Parish Council document .  It is not.

Points for discussion:

* Should we write to both SDC and WRCC and make the point that the document is nothing to do with the PC and that any references or copies are removed?
* Should we write to planning team regarding Betty’s Field application which this report has been used as evidence for housing numbers?

Signatories for the PC bank account – these are needed and those wishing to be added as signatories need to provide money laundering information in order to be added 1 piece of information with name and 1 with address.

Finance committee needs to be formed – this should meet quarterly in order to look through the books

**Those needing discussions and possible decisions**

* Asset list.  Cllr de Maillet would like to propose that an up-to-date asset list is drawn up and maintained for financial purposes.  He spoke to Maggie Witherick on Saturday who suggested a map with assets such as street lights, salt bins etc. would be incredibly useful for all of us to understand what we have and where.
* Standing orders.  An update is urgently needed.  Cllr de Maillet is happy to tidy up what we have subject to approval of the PC.
* Update on action points from last month

Letter was sent to Cllr Seccombe

Clerk asked for new deer sign up Holloway Hill – the answer was still no.

Jeff Morris was following up the report of overhanging trees in Upper Brailes and the uneven footpaths and the footpath at the end of Sutton Lane

* Speeding Issues – this was asked to be added to the agenda at the end of the last meeting
* Add 2 names to the War Memorial – it was asked that this could be added to the agenda

1. C**ounty and district councilors reports –** Toreceive a brief update from Cllr Saint and/or Cllr Gray
2. **Maintenance –** reports of any maintenance needed.
3. **Correspondence –** The clerk has had a letter from John Pearce in Orchard Close regarding the meeting that took place with Paul Rymen. He is unhappy with the way the meeting went and the attendance of Howard Taylor, riparian owner of Betty’s Field who has applied for the recent planning application on Betty’s Field.
4. **Members of the Public –** Any member of the public may bring up a subject that can be discussed and then added to the next agenda for decision if needed
5. **Planning applications**

15/01784/FUL 2 Bridge Cottages – application to enlarge and re-roof a rear extension. Comments needed by 10th July 2015

15/01142/FUL - Bio-Life International Limited Unit 1 Tommys Turn Lane Upper Brailes Banbury OX15 5BB Proposed new dwelling to replace existing industrial building (amendment to previously approved scheme 13/03154/FUL)– The Planning Committee met and had no objection to the plans

15\_00745\_FUL – Rivendell House, Sutton Lane, Lower Brailes – Planning permission was refused

1. **Finance** –

Receipts – None

Payments – payments by BACS were approved at the last meeting and have been paid to :

Feldon Graphics – NP Survey £135.00

J2B Print - NP Survey £408.00

Payments need to be approved to be made by BACS for the following:

Amanda Wasdell – McAfee Renewal £49.99

WALC - Training £100

WCC Street Light Maintenance Contract £389.09 (£64.85VAT)

WCC New Lighting Column £1204.34

Amanda Wasdell Salary £587.60

12. **Clerk’s Contract of employment** – **In private session, members of the public to be excluded in line with “Public Bodies (Admission to Meetings) Act 1960.”**

* Review of Clerk’s contract of employment
* Formal appraisal arrangements

Next Meeting Date Mon July 27th

Amanda Wasdell (clerk)