

Brightwell-cum-Sotwell Parish Council

To all members of the Council you are hereby summoned to attend the Annual meeting of Brightwell cum Sotwell Parish Council at The Church Room, Brightwell-cum-Sotwell on Tuesday 21st May 2019 at 7.30pm for the purpose of transacting the following business.

Press and Public are invited to attend

Tuesday 14th May 2019

Agenda

1. To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office
2. To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office
3. To receive Declarations of Acceptance of Office
4. To co-opt a member to the Parish Council
5. To receive apologies for absence
6. To receive any declarations of pecuniary interest from Members

Public Participation Session

This provides an opportunity for members of the public to raise questions about and comment on items on the agenda.

7. To approve the minutes of the meetings of the Parish Council held on 19th March and 23rd April 2019
8. To appoint an Internal Auditor
9. To appoint members to the Planning Committee
10. To appoint the following Representatives
Trustee to Fairthorne Memorial Trust
Councillor in Charge of Finance
Footpaths
Kings Meadow and Recreation Ground
Jubilee Pavilion
Village Hall
Highways
Playground Reports
Millennium Wood Reports
Mineral Strategy
Earth Trust
Grass Verges

Public Transport Rep
Neighbourhood Plan

11. To approve and adopt

- Standing Orders
- Financial Regulations
- Complaints Policy
- Freedom of Information Policies
- Risk Assessment

12. Reports

- a) County Councillor's Report
- b) District Councillor's Report
- c) Clerk's Report
- d) Planning Report
- e) May Payments
- f) Financial Report

Please note these items will be taken as read, subject to Councillor's right to comment

13. Matters for Discussion/Decision

- a) Agree Councillors to discuss the Condition Report with the Village Hall Committee
- b) Discuss grass cutting at the Recreation Field
- c) Discuss requests for donations from Brightfest 2019 and the Village Hall committee
- d) Discuss use of Notice Boards
- e) Discuss offer from Kingerlee to carry out some village maintenance

14. Matters for report and items for inclusion on June's Agenda

The next meeting of Brightwell cum Sotwell Parish Council is on Tuesday 18th June 2019 at 7.30pm.

Mrs L. Dalby, Parish Clerk – 01491 826968 – bcsparishcouncil@googlemail.com

Parish Council Office, The Village Hall, West End, Brightwell cum Sotwell OX10 0RY