

You are summoned to attend an **Extraordinary Meeting of the Parish Council on 23rd March 2020 at 7.30pm**
For the transaction of the business stated below. The Public and Press are also invited to attend.

The agenda is as follows:

1. To receive apologies for absence.
2. To receive **Declarations of Interest:** *Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting. Please refer to the notes at the end of the agenda.*
3. To review and resolve **Standing Orders**
4. To review and resolve **Financial Regulations**
5. To review and resolve **Risk Management Scheme**
6. To resolve to delay review of all other policies if the **Annual Meeting of the Council must be postponed; policies to be reviewed at such time as PC meetings are re-instated**
7. To resolve to extend the tenure of the **Chairman and Vice Chairman, in the case of a postponement of the Annual Meeting of the Council, until such time as an Annual Meeting can be held**
7. To resolve to pay, when required, invoices already agreed (at previous meetings)
8. To resolve to temporarily suspend Financial Regulation 10.3 during the period of social isolation due to Coronavirus as directed by the Government. Regulation 10.3 states: All members and officers are responsible for obtaining value for money at all times. An officer issuing an official order shall ensure as far as reasonable and practicable that the best available terms are obtained in respect of each transaction, usually by obtaining three or more quotations or estimates from appropriate suppliers, subject to any *de minimis* provisions in Regulation 11.1
9. To resolve to accept quote for tree work
10. To resolve to pay a continuing contract, statutory duty, or obligation (such as but not exclusively) Salaries, PAYE, pension and NI, and regular maintenance contracts and the like for which council may authorise payment for the year provided that the requirements of regulation 4.1 (Budgetary Controls) are adhered to, provided also that a list of such payments shall be submitted to the next appropriate meeting of council.
11. To adopt **Planning Committee Terms of Reference**
12. To appoint chairman of **Planning Committee**
13. **Planning:**

Planning: To receive an update report.

(a) Planning applications received:

Ref no:	Address	Proposal
20/00745/FUL	Hailey Church of England Primary School, Middletown, Hailey	Construction of detached garden room to provide separate classroom space

(b) Decisions outstanding:

Ref no:	Address	Proposal	PC Decision
14/01671/OUT	Land north west of Woodstock Rd, Witney	Outline application for the erection of up to 200 residential dwellings and associated vehicular, pedestrian and cycle access, related highway works, drainage and landscape works including provision of public open space (Amended)	Object
19/03317/FUL	Land west of Hailey Rd, Witney	Erection of 110 residential dwellings including access off Hailey Road: areas of open space, landscaping and associated works	Object
20/00109/FUL	1 Yorke Cottages, New Yatt Rd, Witney	Temporary siting of caravan for owner occupation, whilst improvement works to dwelling carried out	No objection
20/00086/HHD	1 Yorke Cottages, New Yatt Rd, Witney	Single storey front and rear extensions. Form new vehicular access	No objection
20/00331/HHD	New House, Delly End, Hailey	Erection of detached carport and addition of new porch	No objection
20/00439/HHD	2 Foxburrow Lane, Hailey	Single storey extension	No objection

(c) Decisions made:

Ref no:	Address	Proposal	Decision
19/03313/LBC	Hill View, Poffley End, Hailey	Replacement roof to greenhouse	PC-No objection WODC- Approved

14. Finances:

(a)Accounts for authorisation and payment:

McCracken and Son Ltd	Hedge cutting and clearing of wildflower meadow at Burial Ground	£480.00
Park Lane Driveways	Paving at Burial Ground	£13,710.00

15. Other Items to Note

Graham Knaggs

Chairman

(i) Any member arriving after the start of the meeting is asked to declare personal interests as necessary as soon as practicable after their arrival even if the item in question has been considered. (ii) With the exception of the circumstances listed in paragraph 9(2) of the Local Code of Conduct for Members, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest. In such circumstances, the Member must withdraw from the meeting room, and should inform the Chairman accordingly. (iii) It is not practical to offer detailed advice during the meeting on whether or not a personal interest should be declared or whether a personal interest should also be regarded as prejudicial.