

THE PARISH COUNCIL OF MERTON OXFORDSHIRE

Merton Parish Council website

Clerk to Merton Parish Council: Tracey Charlesworth, North End House, Blackbull Lane, Fencott, Kidlington, Oxon. OX5 2RD. Tel: 01865 331481; fax: 01865 331653; email: clerkmertonpc@gmail.com

To all Members of Merton Parish Council:

You are hereby summoned to attend a Meeting of Merton Parish Council on **Monday 14 December 2020** at **7.30pm** due to the Coronavirus outbreak and exceptional circumstances and in line with Government Guidelines this meeting will be held virtually.

Tracey Charlesworth, Parish Clerk.

Members of the public and press are welcome to attend during 7.45pm and 8pm when they can ask questions or express their views.

Join the meeting at 'Microsoft Team': https://teams.microsoft.com/join/19%3ameeting_ZmNiYTBjZDAOTZINC00MDIzLTgzNmQtMWQ0ZGZiZjQwZTZh%40thread.v2/0?context=%7b%22Tid%22%3a%22d72bf766-eac5-473f-8170-2e4f4954c317%22%2c%22Oid%22%3a%2203e958cc-98fa-4765-8873-1e497e0d19d1%22%7d

Agenda

- 1. To Accept Apologies For Absence:**
- 2. PARISH COUNCIL:-**
 - 2.1. **Notice of Resignation:** C.D.C. Permission to co-opt. TC
 - 2.2. **Vacancy:** PC to consider application(s). All
 - 2.3. **To Receive Disclosable Pecuniary Interest:** Register of Members Interests.
 - 2.4. **COVID-19:** Government Guidelines: Update.
 - a) Play Area:
 - b) Village Hall:
 - 2.5. Emergency Plan: Review.
 - a) Welcome Pack. JC
 - 2.6. C.D.C. - Independent Remuneration Panel - Parish Allowances: All
 - 2.7. ONPA - ONPA AGM: Attendance: Report. JC
- 3. PUBLIC PARTICIPATION:** Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chairman of the meeting.
- 4. MINUTES:**
 - 4.1: Approval of the draft minutes of the Parish Council meeting held on 16 November 2020.
- 5. ASSET MANAGEMENT:**
 - 5.1: **Village Hall:**
 - a) Cleaning Contract/Job Description/Pay: AB
 - 5.2: **Recreational Field/Play Area/Allotments:**
 - a) Oxford Cavaliers:
 - i. Village Hall Proposals: Update. JC/SK
 - b) Play Area: Update on order. GA
- 6. COMMUNICATIONS**
 - 6.1: **Parish Matters:** To consider/approve matters for publication. All/GA

7. COMMUNITY:

7.1: **Planning Applications:** None at time of printing.

7.2: **Decision Notices:**

- a) Application No: 20/02476/F
Proposal: Single Storey Side Infill Extension Location: Eden House, West End Lane, Merton, OX25 2NG
Parish(Es): Merton Permission For Development Subject To Conditions
Date Of Decision: 4th November 2020

7.3: **Planning Matters:**

- a) Merton 'Nursing Home': Update. GA

7.4: **Traffic Calming:** Update from representatives of the 'Working Group':

- a) Proposal for a survey of traffic: MS/SW
b) Insurance cover for signs/Risk Assessment: Update JC

7.5: **Parish Magazine/Newsletter:** Update. AB

7.6: **Dog Fouling:** Update on stickers. JC

8. FINANCE:

8.1: **Receipts:** -

- a) Petty cash and Bookings:

- December 2020:

8.2: **Account Paid Prior to the Meeting:**

- a) Cheque No: 101560 reissued as not written out to the correct recipient – Cheque No: 101566 - £65.00.

8.3: **Accounts for Payment:** To be approved:-

- a) Clerks Pay/Exp. November 2020:
b) Grass Cutting – Inv. No: 4065 - £60.00 (Woodland 27.11.2020).
c) Pest Control - £475.00.
d) ALCC - £40.00 – Consider/approve contributing half to Blackthorn Parish Council.
e) Home Working Insurance Policy – Renewal 2020/21 paid in full by Blackthorn Parish Council – Consider/approve contributing half to BPC – Total paid £114.31 - £57.15.
f) Electricity – Inv. No:112409573 - £289.22.
g) Village Hall Ceiling - £440.00.

8.4: Grants/donations:

- a) Parish Matters magazine
b) Maintenance Church Grounds
c) AgeUK

8.5: **Bank Signatories:** Update. AB/JC

8.6: **Financial Reports and Bank Reconciliation:** For consideration/approval. TC/AB

8.7: **Quotes:** To be considered/approved:-

- a) Memory Storage:
b) Cost of trimming the brambles etc. from the footpaths in the woodland. AB

8.8: **Amazon Account:** Update. TC

9. GENERAL:

9.1: **The Clerks Contract and Job Description:** Review. LK/AB

9.2: **Correspondence for Action:** List as attached. All

9.3: **Matters for Further Information or Discussion:**

10. NEXT MEETING

10.1. **11 January 2021:** The meeting will be held virtually in line with The Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authorities and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.