

# Broughton

## PARISH COUNCIL

Chairperson: Mrs S Leech  
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Broughton  
Oxon

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### To members of the Council:

You are hereby summoned to attend an Annual Parish Council meeting on Thursday 27<sup>th</sup> May 2021 at 7.00pm in St Marys House, Wykham Lane for the purpose of transacting the following business:-

### AGENDA

#### 21/41. Elections

Election of Chairperson and signing of Acceptance of Office form  
Election of Vice-Chairperson

21/42. To receive apologies for absence

21/43. To receive Declarations of Interest under the Council's Code of Conduct relating to business on the agenda (*Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business*)

21/44. Public participation session (Members of the public are invited to address the council. The session will last for a maximum of five minutes with any individual contribution lasting a maximum of 3 minutes)

21/45. To approve and sign the minutes of the meeting held on 26th April 2021 (circulated)

21/46. To note any matters arising from the minutes not included on this agenda for report only

#### 21/47. Financial Report

a) *To receive an update on bank balances*

b) *To approve the following payments*

£90.00 to R Fletcher (internal audit)

£500.00 to A Bathe (grass cutting)

£19.00 to Parish Clerk (SLCC membership)

£13.85 to Cllr Leech (materials for bench repair)

£35.00 to Community First (membership)

£408.00 to A Darby Electrical Ltd (defibrillator installation)

£584.72 to Came & Company (insurance)

c) *AGAR for year ending 31<sup>st</sup> March 2021*

To approve and sign the Certificate of Exemption, Section 1 and Section 2

**21/48. To receive an update on Planning**

*21/01083/F, Creation of new driveway from Wykham Lane to existing car parking area of Wykham House - Removal of 4m of brick wall and build pillars to exposed ends. Remove grass bank from brick wall to road, install Marshalls permeable paving - scoop/blend edges of grass bank into permeable driveway - install cobble setts to join Wykham Lane to Marshalls permeable paving at Wykham House, Wykham Lane.*

*To discuss any other applications received before the meeting*

**21/49. To receive the following correspondence:-**

OCC Highways, Road Closure of B4035 in July

21/50. To receive Councillors Reports

**21/51. Date and Time of next meeting**

Monday 19<sup>th</sup> July 2021 at 7pm

Issued by: C.Coles (Parish Clerk)

Dated 21.05.21

*Please note, this is a public meeting and you may be filmed, recorded or published.*