

## CHINNOR PARISH COUNCIL

**SUMMONED TO BE PRESENT:** Cllr's Ashdown, Boyle, Dixon, Edwards, Gray, Mackenzie, Minter, Sarai, Webb and Wright.

You are hereby summoned to attend the **Full Council Meeting** to be held on Monday 16<sup>th</sup> September 2024 at 7.30pm in the Main Function Room, Community Pavilion, Station Road for the transaction of the following business: -

1. **Apologies for absence:**
2. **Declarations of Interest** – Members are asked to declare any disclosable pecuniary interest in items on the agenda, and the nature of the interest, that has not already been recorded in the Member's Register of Interest.
3. **Public Questions** – (15 min) Questions from members of the public (who live, work or run a business in the Parish)
4. **County and District Council Reports**
5. **Minutes of the last meeting:**  
To approve as a correct record, the Minutes of the Council Meeting held on 15<sup>th</sup> July 2024
6. **Minutes of Committees:** To note the Minutes of the following meetings and any questions or observations.
  - a) Amenities & Environment 02.09.24
  - b) Planning Committee 09.09.24
7. **Proposals from The Amenities and Environment Committee**
  - 7.1 that the lease with SOHA for the St. Andrews Play Area is not renewed
  - 7.2 that following the recent ROSPA report, council agrees to start work on a refurbishment project to replace and update the Conigre Play Area
  - 7.3 Skate Park Tender: Proposal to accept the updated version and agree that it is uploaded to the tender finder platform  
Proposal that 40k of CPC CiL money is earmarked for this project with an aim to secure more funding by way of eligible grants.
8. **Meeting Start Time**  
Proposal that council meetings and committee meeting commence at 7pm instead of 7.30pm
9. **Finance**
  - 9.1 Annual Governance and Accountability Return for year ending 31 March 2024
  - 9.2 The External Audit Report and certificate 2023/24 has been received. To note that control objective K should have had the answer 'No'. Also, to note that the conclusion to audit 2022/23 was not published on the website (clerk stated that this had been immediately rectified)
  - 9.3 Notice of conclusion of Annual Audit 2023/24 was made 12<sup>th</sup> September 2024 and displayed in the council notice boards and on the website.
  - 9.4 Skatepark: Proposal that total of 70k is earmarked for this project from CPC CIL monies received.
  - 9.5 **Quotes** To consider the quotes from contractors for the following

- 9.5.1 To remove birdsmouth fencing at the OKL play area and replace with picket fencing and a self-close gate
- 9.5.2 To supply and fit birdsmouth fencing between the car park and sports pitch at OKL.
- 9.5.3 To supply and fit a new self-close gate at the pedestrian entrance to Hill Road Recreation Area
- 9.5.4 To consider quotes to remove or reduce the evergreen trees at Whites Field near to the Mill Lane School Fence line
- 9.6 To consider request from Community Pavilion to fund a new pump for the rainwater system at the estimated cost of £1,111

**10 Correspondence and other matters to discuss.**

**10.1** Email received concerning uncontrolled dogs at The Playing Fields. Proposal that clerk explores what options are available for consideration at the next meeting.

**10.2** Housing Needs Survey: Proposal to adopt the changes and agree the final version that will be available as an online consultation with hard copies that can be collected from public buildings.

**11 Cllrs Reports:**

**12 Clerk's Report:**

**13 Date of Next Meeting:** 21<sup>st</sup> October 2024

*Liz Folley*

Clerk

11 September 2024