

# BLACK BOURTON PARISH COUNCIL

To members of the Council:

You are hereby summoned to attend the meeting of Black Bourton Parish Council on Wednesday 7<sup>th</sup> January 2025 at 7pm at St Mary's Church, for the purpose of transacting the following business:

Mrs. Cathy Street, Clerk to the Parish Council. Public and Press are welcome to attend.

## AGENDA

1. To note apologies for absence.
2. Variation of order of business.
3. Declaration of interest in items on the agenda.
4. Reports from County/ District Councillors (if in attendance).

## MINUTES

5. To confirm meeting minutes of 5<sup>th</sup> November 2025 and sign as a true record.
6. To consider any matters arising from last minutes.

## PUBLIC PARTICIPATION

7. A short period will at this stage be made available for members of the public to ask questions or submit comments about local matters relating to the agenda.

## PLANNING

8. To note planning application comments/consider new planning applications:

None		
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## FINANCE

9. To agree payments in accordance with the budget:

Chris Collett	Nov grass cutting	£361.66 PAID
Chris Collett	Dec grass cutting	£361.66 PAID
Cathy Street	Working from home allowance £26 pcm x 8 (May-Dec 25)	£208 PAID
Cathy Street	Wages November – Standing Order set up	£231.64
Cathy Street	Set up monthly standing order for working from home allowance from Jan onwards.	£26 pcm
Shilton Accounting	Payroll services 25-26	£228

10. To finalise budget and precept request for 26-27 (and send to WODC by 9<sup>th</sup> January)
11. To sign Unity Trust Bank change of details form to update mobile phone number.

## REGULAR ITEMS/REPORTS

12. To receive highways update and consider resolution requests, if any.
13. To receive playground report and consider resolution requests, if any.
14. To receive update on green spaces and consider resolution requests, if any.
15. To receive BBVA update and consider resolution requests, if any.
16. To discuss website update/newsletter and consider resolution requests, if any.
17. To discuss policies and procedures and consider resolution requests, if any.
18. To discuss training and consider resolution requests, if any.
19. To agree parish council newsletter content (sent out last Fri of month).
20. To consider any correspondence received and consider resolution requests, if any.
  - a. Alvescot Parish Council's response to the *Preferred Spatial Options* stage of the next Local Plan.
21. To report on essential village matters (for info only).
22. To give special thanks.

## NEW ITEMS

23. To consider donation request from Citizens Advice Oxfordshire.

24. To review meeting dates for 2026 and whether we reduce the number of meetings held per year.
25. To discuss use of noticeboards, as we have two close together.
26. To adopt model financial regulations.
27. To confirm agreement of the recreation ground lease drafted in accordance with the heads of terms.