



Littlemore Parish Council

The Oxford Academy, Sandy Lane West

Littlemore, Oxford, OX4 4PW

Tel: 07377 682216

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Members of Parish

Council: Councillors Lynda Comber (Chairman), Macer Wicker (Vice Chairman), Sue Aldridge, Tiago Corais, Michael Evans, Anita Fisher, Dorian Hancock, Jan Pullen, Gill Sanders, Sue Stewart, John Tanner, Margaret Wareing, Maggie Willis, Kim Wicker

Dear Councillor

You are hereby summoned to attend the **Parish Council Meeting of Littlemore Parish Council** by video link via Zoom, as per *The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020* on **Tuesday 9th February 2021 at 7.00pm** for purpose of transacting the following business.

Please Note:

- Any Member of the public wishing to join the meeting is asked to contact the Clerk beforehand to ascertain the meeting details.
- Members of the public wishing to address the Council during the public participation part of the formal meeting must make the Clerk aware of their intention before the meeting starts.
- Members of the public wishing to record the meeting are asked to notify the Chairman/Clerk of their intentions so that appropriate arrangements can be made for the recording, in accordance with the Council's Standing Orders
- Members of public and press are invited to attend

R Wilkins

Richard Wilkins

Parish Clerk and RFO

Date: 4th February 2021

AGENDA

In Accordance with Standing Order 3 e-k members of the public may make representations, ask questions, and give evidence in respect of any item of business included in the agenda only.

Time allocated shall not exceed 10 minutes. No member of the public shall speak for more than 2 minutes.

The Public are welcome to stay and observe the rest of meeting but will be unable to express views or ask questions.

FC.23/21 Chairman's Welcome

FC.24/21 Apologies for Absence

Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting.

COVID-19 (Updated July 2020)

Resolved to accept Apologies for Absence from all Parish Councillors in accordance with the Local Government Act 1972 s85 (1) for long term absence due to the restrictions from Coronavirus preventing face to face Council Meetings taking place, up to the end of the 2021 Annual Council Meeting.

FC.25/21 Declarations of Interest

To receive any pecuniary or non-pecuniary declarations of interest and confirmation of any relevant dispensations.

- i. Under the Localism Act 2011 (sections 26-37 and schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interest which are not currently entered in the Member's Register of Interest or if he/she has not notified the Monitoring Officer of it.
- ii. Should any Member have a Disclosable Pecuniary Interest in an item on the agenda, the Member may not participate in consideration of that item unless a Dispensation has been requested (in writing to Clerk) and granted by the Clerk on behalf of Council.

FC.26/21 Minutes of Parish Council Meeting

To receive and approve as correct record the minutes of the Full Parish Council meetings held on

Full Parish Council meeting Tuesday 12th January 2020

FC.27/21 Minutes of Council Committees Meetings

To receive and note the minutes of following Committee meetings.

Personnel Committee	Tuesday 29 th September 2020
Finance Committee	Thursday 26 th November 2020
Extraordinary Finance Committee	Monday 7 th December 2020
Planning Committee	Thursday 19 th November 2020
Planning Committee	Thursday 26 th November 2020

FC.28/21 Clerk's Update

Verbal report from Parish Clerk (Richard Wilkins) to inform the Council of any items of note including progress on previously agreed actions.

FC.29/21 Chair Update

Chairman (Vice Chairman in absence) to inform the Council of any items of note. No decisions will be taken.

FC.30/21 Correspondence

To decide on the response (if required) to correspondence received at the Parish Council.

FC.31/21 Littlemore Local Update

To receive verbal update from Parish Council Editor for Littlemore Local.

FC.32/21 Locality Support Officer & Community Response Team – OCC

Members from Locality Support and Community Response Team are invited to provide a verbal or written report on work currently being undertaken in Littlemore.

FC.33/21 Thames Valley Police Report

Member from Rosehill, Littlemore and Iffley Neighbourhood Policing Team are invited to provide a verbal or written report on issues in area and figures for Crime in area.

FC.34/21 Adoption of Council Policies

Annex A – LPC Lone Working Policy
Annex B – LPC Learning and Development Policy
Annex C – LPC Absence Policy
Annex D – LPC Youth Council Constitution

Recommendation

Annex A – C Recommendation from Personnel Committee
Annex D Recommendation from Youth Council Working Group

Full Council to adopt above policies with review date set for May 2023.

FC.35/21 Receive Working Group Reports

Council to receive report from Littlemore Local Working Group and take vote on any recommendations.

LPC & OCC Partnership Digital Transport

FC.36/21 Receive Pavilion & Workshop Project Update

To receive a verbal report from Parish Clerk on current position for Pavilion and Workshop development.

FC.37/21 Receive Finance Report on Internal Checks

Cllr Kim Wicker to provide Council with update on quarter 2 & 3 internal checks on all financial management of RFO and Council.

FC.38/21 Receive Update from Oxfordshire County Council

Receive verbal report from Cllr Gill Sanders on activities at Oxfordshire County Council that affects Littlemore Parish Ward.

FC.39/21 Receive Update from Oxford City Council

Receive verbal report from Cllr John tanner or Cllr Tiago Corais on activities at Oxford City Council that affects Littlemore Parish Ward.

FC.40/21 Press Statements

To decide if any press statements are required.

FC.41/21 Agenda items for Next meeting

Motions to be submitted to Parish Clerk 7 working days before Parish Council Meeting, the Clerk has final say if to be submitted to next agenda. **Deadline for next meeting Monday 1st March 2021.**

To move: that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

FC.42/21 Pest Control Tender

Parish Clerk to provide members with report on current mole issues (Herschel Crescent Recreation Ground & Eastern-by-Pass Park) and rat issues (Oxford Road/Herschel Crescent Recreation Ground and Eastern-by-Pass Park). Council to receive costings of Pest Controls required.

Resolution: Council to confirm Pest Controller to manage Pest Control on sites.

FC.43/21 Personnel Committee Recommendation

Council to receive verbal recommendation for Assistant Clerk Position

Resolution: Council to vote on Personnel Committee Recommendation

FC.44/21 Date of Next Meeting

Tuesday 9th March 2021