

# Islip Parish Council

7<sup>th</sup> June 2023

Dear Councillor,

You are summoned to attend the Islip Parish Council meeting on **Tuesday 13<sup>th</sup> June 2023** from 19.30 at Islip Village Hall.

Yours sincerely

*E Kearney*

Parish Clerk

## AGENDA

- 1. Apologies**  
To be received.
- 2. Declarations of Interest & Applications for Dispensation**  
To be received
- 3. Minutes of the previous meeting**  
To confirm as a true record the minutes of the parish council meeting held on Tuesday 9<sup>th</sup> May 2023.
- 4. Public Participation**  
Members of the public can address the council if the chairman has been made aware.
- 5. To receive an update from**
  - County councillor.
  - District councillors
- 6. Planning Applications**  
To review the following planning applications.

23/01326/F	14 Bletchingdon Road, Islip, Kidlington, OX5 2TQ	Two storey rear extension; part single, part two storey side extension.	Islip	12/06/2023
23/01470/F	12 Kidlington Road, Islip, Kidlington, OX5 2ST	Demolition of single storey side extension. Sub-division of plot with construction of new 3-bed dwelling on adjacent land (resubmission of 23/00251/F)	Islip	26/06/2023

- 7. Thames Water Letter**  
To note the regarding Thames Water is to be sent to the Environmental Protection Agency.
- 8. Newsletter Article**  
To agree items to be included
- 9. Financial Matters**
  - 1. Income**  
To note income.

# Islip Parish Council

## 2. **Playground Fencing quotation.**

To consider the provided quotations for removing the existing wooden fence around the playground and replacing it with a green bow top metal fence 1.2m high with yellow metal soft close gates in the same places as the existing gates.

This cost is to be taken from the

## 3. **Cashbook**

To agree to

- Purchase the items listed for June 2023.
- Authorise the payments for the items listed for June 2023.

## 10. **Year End Audit figures 2022-23 (AGAR Figures)**

1. To review, consider and accept the
2. Annual Internal Audit Report 2022-23
3. Annual Governance Statement
4. Signed Accounting Statement
5. Statement of Variances
6. Review of internal audit effectiveness.
7. Clerk to confirm the dates of Electors rights.

**\*Exclusion of the public and press\***

## 11. **Staffing Matters**

**To agree to -**

1. Continue with the staffing committee.
2. The terms of reference for the committee

**To elect the following roles -**

3. Staffing Committee Chairman.
4. Two councillors to serve on the Staffing Committee.
5. An alternative member to the Staffing Committee.
6. To agree the clerk's annual appraisal date to be held in the first week in October 2023.
7. To agree for appraisal training for the Staffing Committee members if they have not already attended.

The next meeting of the Parish Council will be held on Tuesday 13th July 2023 at 7.30pm.