Heyford Park Parish Council

NOTICE OF ANNUAL MEETING OF THE PARISH COUNCIL

Notice is given that a meeting of the Heyford Park Parish Council will be held on ***Wednesday 16th July 2025, at 7.15pm*** in the Community Centre***.*** Members are hereby summoned to attend for the purposes of considering and making determinations upon the business to be transacted as set out on the agenda hereunder. Members of the public and press are welcome to attend this meeting.

10th July 2025 *Clerk, Heyford Park PC*

1. **Receipt and Approval of Apologies for Absence:** To receive and **approve** any apologies for absence that have been received by the Clerk.

2. **Declarations of interests, dispensation requests, dispensations, or use of delegated powers:** To receive and **consider** any new requests dispensations, and note any existing dispensations, interests, or use of delegated powers relevant to the business of this meeting.

3. **Minutes:** To **approve** the minutes of the meeting held on 16th June 2025.

4. **Public Participation:** 10 Minute Open Forum on matters listed within this agenda only.

5. **District & County Councillor Reports:** To receive and **note** the reports from Cllr Nigel Simpson and Cllr Grace Conway-Muray and other District Councillors

6. **Financial Matters:**
   - (i) **Bank Statement and Reconciliation:** To **note** the May bank statement and reconciliation.
   - (ii) **Payments:** To receive, **note** and **approve** any payments made since the last meeting and **note** any yet to be paid.
   - (iii) **Any other urgent Financial Matters:** To **consider and approve** any urgent financial matters
   - (iv) To **consider** and **approve** Administrative Assistant (Rebecca Wilde) wishes to join the pension scheme, Chair to explain
   - (v) To **consider** and **approve** the contract for the mobile phone for the PC Office.

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7. Planning Matters:

(i) **Planning Applications:** To **consider or note** any planning applications received since the last meeting.

(ii) **Neighbourhood Plan Working Group (NPWG):** To **note** the report from any recent meeting of the NPWG, and any subsequent updates.

(iii) **Any Other Planning Matter** To receive and **note** any other planning updates.

8. Dorchester Living: To receive and **note** any updates from Dorchester Living

9. Training:

(i) To **discuss, consider** and **approve** any further training needs given by NALC, OALC and SLCC in accordance with departmental training programmes. All training must be booked through the clerk

(ii) To **consider** any other training

9. Community Garden:

(i) To consider and approve the Terms of Reference for the Community Garden Working Group

(ii) Update from the Chairperson of the Working Group.

10. Items to be noted by Cllrs: NB No decisions can be taken under this agenda items:

11. Date of next meeting: Parish Council Meeting **Wednesday 17th September 2025**