

# MARSTON ST LAWRENCE PARISH COUNCIL

**Chairman:** Mr R Gale  
The Tile House  
Marston St Lawrence  
OX17 2DA

**Parish Clerk:** Mrs C Coles  
55 Gillett Road  
Banbury  
Oxon  
OX16 0DR  
T: 01295 276229  
E: [mslclerk@btinternet.com](mailto:mslclerk@btinternet.com)  
W: [www.marstonstlawrence.org.uk](http://www.marstonstlawrence.org.uk)

## To members of the Council:

You are hereby summoned to attend an Annual Parish Council meeting on Tuesday 11<sup>th</sup> May 2021 at 7.30pm in the village hall for the purpose of transacting the following business:-

### AGENDA

- 21/13. Elections**  
Election of Chairperson and Signing of Declaration of Acceptance of Office form  
Election of Vice-Chairperson
- 21/14. To receive apologies for absence
- 21/15. To receive Declarations of Interest under the Council's Code of Conduct relating to business on the agenda  
*(Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business)*
- 21/16. To approve and sign the minutes of the meeting held on 16<sup>th</sup> February 2021
- 21/17. To note any Matters Arising from the minutes not included on this agenda for report only
- 21/18. Public participation session (Members of the public are invited to address the council. The session will last for a maximum of fifteen minutes with any individual contribution lasting a maximum of 3 minutes)
- 21/19. To receive an update on the Marston Inn
- 21/20. To approve the following documents for the updated website**  
Model Code of Conduct document  
Freedom of Information document
- 21/21. Financial Report**  
*To approve the following payments:*  
£128.90 to Opus Energy (electricity – December 02.12.20)  
£30.00 to Parish Council Website (UK Domain renewal 21.12.20)  
£90.00 to Parish Council Website (hosting 21.12.20)  
£14.39 to R Gale (zoom 23.12.20)  
£132.00 to Northants CALC (training 22.02.21)  
£88.39 to Opus Energy (electricity - March 02.03.21 )  
£370.00 to Parish Council website (website update 22.03.21)  
£14.39 to Parish Clerk (zoom 22.03.21)  
£49.14 to EON (maintenance 12.04.21)  
£226.94 to PWL (street lights 29.03.21)  
£177.58 to Northants CALC (membership 12.04.21)  
£90.17 to Opus Energy (electricity – April 06.04.21)

£35.31 to Opus Energy (electricity – May)  
£16.00 to Parish Clerk (SLCC membership)  
£137.61 To Parish Clerk (hours)  
£34.20 To HMRC

*To review the budget sheet*

*To review the risk assessment*

**21/22. To receive an update on planning**

*WNS/2021/0028/LBC, Internal alterations to Ground floor, first floor and attic rooms and relocate staircase at Marston House, Thenford Road. No comments by PC.*

To discuss any other planning applications received before the meeting

**21/23. Councillor's Reports**

**21/24. Date and Time of Next meeting**

Tuesday 31<sup>st</sup> August 2021 at 7.30pm

03.05.21

*Please note, this is a public meeting and you may be filmed, recorded or published*