

Please be advised the Parish Councillors are summoned and the Public invited to attend a meeting of Eydon Parish Council at 7.30pm on Tuesday 13th of May, in the Village Hall, Eydon.

AGENDA

- 25/May/001** Councillors present.
- 25/May/002** The Parish Council is to elect a Chairman for the period to the Annual Meeting of 2026.
- 25/May/003** The Chairman is to complete and sign the Acceptance of Office document.
- 25/May/004** The Parish Council is to receive and consider for approval apologies for absence.
- 25/May/005**
- a. **Councillors to Sign Declaration of Acceptance forms**
 - b. **Register of Interests.** Councillors to provide for Clerk, at meeting or before, e-copies of Register of Members Interests forms
 - c. **Declaration of Interest** on agenda items by Parish Councillors.
- 25/May/006** Resolution to approve and sign the Minutes of the Eydon Parish Council Meeting held on the 8th April 2024 as a true record of that meeting.
- 25/May/007** Fill by co-option the vacancies due to insufficient candidates standing for election.
- 25/May/008** Officer elections, appointments and procedural adoptions: The Parish Council is to undertake the following, effective to the Annual Meeting of 2026:-
- a. Appointment of Vice Chairman.
 - b. Appointment of Internal Control Officer.
 - c. Appointment of internal auditor. – NCALC, to be confirmed.
 - d. Confirmation of signatories to bank accounts.
 - e. Appointment of newsletter correspondent.
 - f. Appointment of Eydon Educational Trust Nominative Trustee.
 - g. Appointment of Eydon Community Sports Field Committee representative.
 - h. Appointment of Eydon Village Hall Committee representative.
 - i. Appointment of Highways Warden
 - j. Appointment of Eydon Tree Warden.

- k. Appointment of Eydon Rights of Way Warden.
- l. Appointment of Litter Pick coordinator.
- m. Police Liaison Representative
- n. Confirm routine meetings schedule for the period to the Annual Meeting 2026.
- o. Adopt the Financial Regulations, Standing Orders, Finance and General Purposes working group terms of reference, Planning working group terms of reference, Financial Risk Management document, Complaints Procedure document, Dealing with Media Requests for Information document, Records Retention Policy, Data Breach Policy, Subject Access Request Policy, Data Protection Policy, Eydon Jubilee Fund terms of reference, Code of Conduct document, and Burial Ground regulations.
- p. Confirm the system of Internal Control.
- q. Appointment of Northants CALC as Data Protection Officer.

25/May/009 Matters arising from previous minutes.

- a. **Village History Sign.** HS2/EKFB have agreed to sponsor the sign to the value of £850. Council needs to agree other related costs to the value of approximately £500.
- b. **Cemetery Bin plinth.** Clerk to update the council on the dates and cost of this project

25/May/010 Meeting open for public comment.

25/May/011 Planning Matters

- a. **2025/1503/FULL** – Takoradi
- b. **2025/1472/FULL** – Manor Farmhouse 5 The Green
- c. **2025/1473/LBC** – Manor Farmhouse 5 The Green

25/May/012 Highway and byway issues. :

- a. Highway's Warden
TTRP W138 – Closure of Eydon Road, West Farndon and Barnetts Hill for on 14 May (during off peak) times for maintenance
- b. Rights of Way Warden

25/May/013 Financial Matters

- a. **Receipts.** Clerk will present schedule of receipts at meeting.
- b. **Payments & Invoices.** Council is to consider for approval payments as per Schedule (provided at meeting).
- c. **Bank Reconciliation.** Please see report distributed with Agenda.
- d. **Presentation of latest Accounts.** Clerk to update Council on accounting position.
- e. **Annual Audit.** Clerk to update council on position of Internal Audit. AGAR forms to be signed by Chair and RFO/Clerk

- f. **VAT Claim.** Update from Clerk
- g. **Motion** to Agree dates for the Public Right to Inspect Accounts being 3 June - 14 July 2025

25/May/014 Village Projects

Review and update of on-going projects (see attached sheet)

25/May/015 Notable Correspondence.

The Parish Council is to consider the any notable correspondence received since the previous meeting that has not been covered above.

a. WNC Annual Parish Conference. Selection of delegates

b. Request from Village Fete Committee for Council to support bottle stand at Fete

c. Advice from HS2/EKFB regarding road closure of Banbury Road past Thorpe Mandeville for 2 years from 12 May

d. Defibrillator Training. Letter from Severnside Defibs offering training for £325+Vat

25/May/016 Consultations: The Parish Council is to consider and respond if appropriate to the following consultation request:

None

25/May/017 Reports:

The Parish Council is to receive and consider reports from the following if available:

a. Eydon Village Hall

b. Eydon Community Sports Field

c. Eydon Educational Trust.

d. Any other Eydon Society

25/May/018 Councillors' comments and items for inclusion on a future agendas

24/May/019 Confirm date, time and venue of the next Parish Council Meeting

24/May/020 Close of meeting.

Steven Fox

The Clerk, Eydon Parish Council, 5 May 2025