

Environment & Community

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DISTRICT COUNCIL
NORTH OXFORDSHIRE

Mailmerge to:

All Clerks of Parish & Town Councils
All Chairpersons of Parish Meetings

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Textphone 01295 221572
DX 24224 (Banbury)
<http://www.cherwell.gov.uk>

Please ask for **Kevin Larner**

Direct Dial **01295 221706**

Our ref

Fax **01295 221878**

Your ref

Email **kevin.larner@cherwell-dc.gov.uk**

14 April 2010

Dear «prefix» «last»

Cherwell Parish Liaison Meeting – 09 June 2010, 6.15 – 9.15pm

I write to invite representatives of «organisation» to the Parish Liaison Meeting on **09 June 2010**.

From 6.15 to 7.00pm we will be running two optional pre-meeting seminars. The topics will be:

- **Seminar 1 – Licensing**
Emphasis on parish issues such as temporary event notices, local lotteries, alcohol and entertainment licensing for village halls, village festivals
- **Seminar 2 – Parish Websites**
Introducing and demonstrating Cherwell's new 'self service' website hosting facility for parishes and community groups. Discussion of associated issues including "Why should a parish have a website?", freedom of information (FOI) and data protection.

The main meeting begins at 7.15pm in the Council Chamber. Provisionally the presentation topics will be:

- **Parish Charter**
 - *A Proposal to update and revise the document that sets out the relationship between CDC and parish authorities*
- **Protected Trees**
 - *How CDC deals with tree issues in conservation areas, including trees affected by development proposals and Tree Preservation Orders.*
- **Sustainable Community Strategy**
 - *An introduction to the new Sustainable Community Strategy - "Our District, Our Future" - and the role of the Parishes representative on the Local Strategic Partnership Board.*

PTO...



INVESTOR IN PEOPLE

.../contd

- **Local Development Framework Update**
 - *Brief update on issues arising from the LDF core strategy consultation*

Please let me know if you think there is an important issue not covered in this provisional list of topics and we will attempt to accommodate.

I would be most grateful if you would return the enclosed response form by **24 May** at the latest, so that we may finalise the programme and confirm places well in advance of the evening.

Yours sincerely

A handwritten signature in black ink, reading 'Kevin Larner' in a cursive script.

Kevin Larner
Rural Development & Countryside Manager (& Parish Liaison Officer)

N.B. A generic PDF of this letter can be downloaded from the Cherwell Parish Portal at:
<http://www.cherwell.gov.uk/parish>

Return Form
Annual Cherwell Parish Liaison Meeting – 09 June 2010

Representatives of «organisation» **will/will not** (*delete as applicable*) attend this meeting

If attending , please list representative(s) here:	Main Meeting	Licensing Seminar	Websites Seminar
1.			
2.			
3.			

(Please tick to indicate which elements will be attended)

Suggestions for additional seminar / presentation topics:

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Any other comments:

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Form returned by:

Name Dated.....

Position Contact Telephone No.....

E-mail:.....

Please return (by 24 May 2010) to:

Kevin Larnar
Parish Liaison Officer
Cherwell District Council
Bodicote House
Bodicote
Banbury
Oxfordshire OX15 4AA