

Neighbouring Parish Councils Joint Committee Agreement

This Agreement (the Agreement) entered into on 7 December 2021 (the commencement date) between the Parish Councils listed below.

This agreement follows discussions and meetings on 28 July 2021, and 25 November.

- 1) Appleford-on-Thames Parish Council
- 2) Burcot & Clifton Hampden Parish Council
- 3) Culham Parish Council
- 4) Nuneham Courtenay Parish Council
- 5) Sutton Courtenay Parish Council

Together, the Parties or Joint Committee.

Contact details can be obtained on the relevant Parish Council website.

Preamble

The Parish Councils wish to collaborate and combine efforts and resources through a Joint Committee to oppose the HIF1 Planning Application by Oxfordshire County Council (OCC) ref. R3.0138/21.

The Joint Committee will be known as the “Neighbouring Parish Council Joint Committee” abbreviated to NPC-JC as required.

The Joint Committee is established under section 102 of the Local Government Act. Section 103 provides that “The expenses incurred by a joint committee of two or more local authorities whether appointed or established under this Part of this Act or any other enactment shall be defrayed by those authorities in such proportions as they may agree”.

The Joint Committee members will act in good faith to achieve the common and specific interests of the four Parish Councils as reflected in the Joint Response Document to OCC dated 3 November 2022 (ANNEX 1) and any emerging issues including the village specific issues in ANNEX 2. The concerns of Nuneham Courtenay will also be taken into account.

Therefore, the Parties have agreed as follows:

1. The above preamble forms an integral part of the Agreement.
2. Clerk of the Joint Committee:
The Parish Clerk, Nuneham Courtenay PC will be the Clerk of the Joint Committee. Address c/o 20a Harley Road Oxford. OX2 0HR.
Email. nunehamcourtenay.clerk@gmail.com.
The Clerk will administer the secretarial, financial administration and other related affairs of the Joint Committee including bill payment.

The Clerk will liaise with the Parish Clerks and agree a protocol with each to discharge costs which have been recommended for payment.

All invoices for costs from Suppliers will be addressed to the Clerk and marked NPC-JC. Nuneham Courtenay Parish Council will be the host and leading Council for financial administration and any VAT arising on invoices will be paid and reclaimed solely by it.

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3. Funding Commitment:

The Parish Councils have agreed in principle to commit funding as follows: Appleford-on-Thames Parish Council £5,000; Sutton Courtenay Parish Council £5,000, Culham Parish Council £2,000, Burcot & Clifton Hampden Parish Council £2,000, and Nuneham Courtenay Parish Council £1,000. Contributions are subject to each Parish Council's specific concerns, as outlined in Annex 1 and Annex 2, being addressed.

Phase 1 work to be reviewed and discussed and agreed before deciding to move on to later phased (phase 2 or later).

4. Term:

The term of this agreement and NPC-JC shall be 12 months. The Joint Committee may resolve to dissolve or extend the term subject to formal notice as an agenda item at the next meeting.

5. Membership:

Each Parish Council will be entitled to send up to three representatives to attend Joint Committee meetings. This will include individuals not formally members of a Parish Council.

A Parish Council (member) shall be entitled to withdraw from the Joint Committee by writing to the Clerk calling a special meeting for that purpose. The Parish Council intending to withdraw shall confirm it will honour all commitments and obligations previously made.

6. The Parties will use their best efforts to amicably resolve any disputes or decisions arising out of the Agreement, failing that, the dispute, if material in nature, shall be referred to arbitration under the auspices of and in accordance with the rules of the London Court of International Arbitration.

7. Meetings:

The Joint Committee will meet at least once every two months or more frequently as agreed by representatives of each Parish Council. Meetings shall be chaired by Greg O'Broin or other person nominated at the start of each meeting.

8. Voting:

Items requiring approval (e.g., engagement of consultants / expert advisors, payment of bills etc) will be put to the meeting.

Decisions in relation to spending will be agreed by nem. con. (without dissent, and by consensus) and such matters discussed and put to the meeting will be deemed approved.

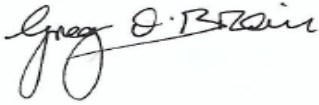
Each Parish Council will agree internally which of their representatives can vote at meetings.

9. The Clerk to the Joint Committee will arrange prompt payment of all bills submitted for completed work commissioned by the Joint Committee and will issue invoices to each Parish Council for its agreed share. Each Parish Council for its part will endeavour to pay these invoices promptly.

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10. The Agreement is the whole agreement between the Parties. Any variations to the Agreement will be in writing and signed by all Parties.
11. If any term of this Agreement is declared void or illegal, it shall be removed, and the remainder of this Agreement shall continue in force.
12. This Agreement may be executed in any number of counterparts each of which when signed by approval of the Parties hereto shall constitute an original. A copy of this agreement signed by all parties will be retained by the Clerk of the Joint Committee.

Duly authorised to sign



_____ For Appleford-on-Thames Parish Council	<u>12 May 2022</u> Date signed
_____ For Sutton Courtenay Parish Council	_____ Date signed
_____ For Burcot & Clifton Hampden Parish Council	_____ Date signed
_____ For Culham Parish Council	_____ Date signed
_____ For Nuneham Courtenay Parish Council	_____ Date signed

ANNEXES

ANNEX 1 Joint Response to OCC dated 3 Nov. 2021 (Sections 1 – 4)

ANNEX 2 Joint Response to OCC dated 3 Nov. 2021 (Appendices 1 – 4)