



Whitchurch-On-Thames Parish Council

**All Councillors are summoned to the Meeting of the Parish Council
to be held at Whitchurch-on-Thames Village Hall
on Thursday, April 16, 2026 at 20:00**

AGENDA

- 1 Apologies for absence and Parish Council Declaration
- 2 Declarations of Interest by Councillors on any items on the agenda.
- 3 Public Forum – a time for members of the public, with the Chairman’s permission, to express their point of view on any specific item of business on the agenda. 5 minutes are reserved per item.
- 4 To approve the Minutes of the Parish Council Meeting held on Thursday, March 12, 2026.
- 5 Chairman’s Announcements - Cllr Donahue
- 6 To receive reports from District / County Councillors.
 - 6.1 South Oxfordshire District Council - Cllr Dragonetti
 - 6.2 Oxfordshire County Council – Cllr Filipova-Rivers
- 7 Planning Applications – To agree the Parish Council response to the following application(s)
 - 7.1 P26/S0630/HH - 6 Swanston Field, Whitchurch-on-Thames RG8 7HP
Single storey porch extension and conversion of existing garage to provide ancillary accommodation.
- 8 Planning - To receive a report from The Clerk on decisions made by SOD and/or applications received after the agenda was published and any other relevant planning matters.
- 9 Finance
 - 9.1 To approve the payment schedule for April and to note payments and receipts since the last meeting:

Payments:	Sub-total	VAT	Total
Staff Expenditure (April)	-	-	637.00
HMRC (PAYE and NICs for Q4)	-	-	234.44
James Norman (Seed Mix – Hardwick Road)	300.00	NIL	300.00
M&S Water (Inspection/Call Out)	168.00	33.60	201.60
Rialtas (Accounts – Annual Fee)	210.00	42.00	252.00
Scofell Landscapes (Grass Cutting)	729.16	145.83	874.99
South Oxfordshire DC (Dog Bin Emptying)	936.47	187.29	1123.76
Lloyds Bank (Service Charges -DD)	4.25	NIL	4.25
Cllr Higley (Reimbursement – Padlocks)			19.90
Cllr Smith (Reimbursement – Batteries)			9.00
Receipts: None			Amount

- 9.2 To approve the Bank Statement and Bank Reconciliation to end March 2026
- 9.3 To consider a Budget Analysis for FY 2025-26 and to consider any adjustments to the Budget for 2026-27
- 10 Governance
 - 10.1 To Consider the Parish Council response to the Biodiversity Duty under the 2021 Environment Act.
 - 10.2 To Consider current Training Opportunities and to authorise any requests for Training

- 11 **Motion:** To amend the Parish Council Policy for Advertising in the Village which was approved by the PC on the 8th of February 2024. The amendments are necessary in order to make the Policy for Advertising compliant with the statutory requirements of the Conservation Area.
Proposer: Cllr Higley, **Seconded:** Cllr Smith.
- 12 **Motion:** To seek three quotes for appropriate tree work for the yew tree situated next to the sub station in Hardwick Road.
Proposer: Cllr Higley, **Seconded:** Cllr Smith
- 13 Parish Council Action List - To review progress on any open actions from previous Parish Council meetings and agree any revision.
- 14 To consider the wording for any Thank You notes to be sent on behalf of the Parish Council
- 15 To confirm the date and time of next meeting as Thursday, May 14, 2026 at 20:00.