



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, 10th September 2026 at 20:00**

AGENDA

- 1 Apologies for absence and Parish Council Declaration
- 2 Declaration of Interests by Councillors on any items on the agenda.
- 3 To approve minutes of the Parish Council meeting of Thursday, 9th July 2026.
- 4 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.
- 5 Chairman’s Announcements.
- 6 To receive reports from District and County Councillors.
 - 6.1 South Oxfordshire District Council
 - 6.2 Oxfordshire County Council
- 7 Planning Applications – to agree the Parish Council’s response to the following notification(s).
P26/S3438/HH - Willow House, Eastfield Lane, Whitchurch-on-Thames, Reading RG8 7EJ.
Proposed detached garden room / gym outbuilding incidental to the enjoyment of Willow House.

8 Planning Update

9 Finance

- 9.1 To note August payments and to approve the payment schedule for September:

August Payments (to note)	Sub-total	VAT	Total
Staff Expenditure (August) PAID			693.35
Printinco (Whitchurch Bulletin) PAID			542.00
Scofell Landscapes (August Grounds Maintenance) PAID	729.16	145.83	874.99
Information Commissioner’s Office (Annual Fee) PAID - DD			47.00
Reading Recycling (Village Green Skip) PAID – DEBIT CARD	230.00	46.00	276.00
Moore (External Audit Fee) PAID	315.00	63.00	378.00
PlaySafety Ltd (Annual Playground Inspection) PAID	95.00	19.00	114.00
September Payments (to approve)			
Staff Expenditure (September)			802.85
Scofell Landscapes (September Grounds Maintenance)	729.16	145.83	874.99

- 9.2 To note Receipts:

Receipts	Amount
Hannah Dunbar (Village Green Hire)	100.00

- 9.3 To approve the Bank Statement and Bank Reconciliation to the end of August 2026
- 9.4 To receive and note a Budget Monitoring report to the end of August 2026
- 9.5 To consider a grant application from Action for Pangbourne Toilets for £850.00
- 9.6 To consider a grant application from Whitchurch Village Hall for £1,200

10 Governance

- 10.1 To note receipt and publication of the External Auditor Report for 2025-26
- 10.2 To note the publication of the Notice of Conclusion of Audit for 2025-26
- 10.3 To approve the appointment of Claire Connell as Internal Auditor for 2026-27
- 10.4 To approve the adoption of an Equality and Diversity Policy
- 10.5 To approve the adoption of a General and Sexual Harassment Policy

11 Health and Safety

- 12 To review progress on items on the Parish Council Action List and agree any revision.
- 13 Items for Report and Inclusion on the next Agenda – deadline Thursday, 1st October 2026.
- 14 To confirm the date and time of next meeting as Thursday, 8th October 2026 at 20:00.