



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, June 12, 2025 at 20:00**

AGENDA

- 1 Apologies for absence & read Parish Council Declaration
- 2 Declaration of Interests 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 minutes of the Parish Council meeting of Thursday, May 8, 2025.
- 5 Chairman’s Announcements - Cllr Donahue
- 6 To receive reports from District and County Councillors.
 - 6.1 South Oxfordshire District Council - Cllr Dragonetti
 - 6.2 Oxfordshire County Council – Cllr Filipova-Rivers
- 7 Planning Applications – to agree Council’s response to the following notification(s).
None Received
- 8 Planning Update – A report on decisions made by SODC, applications currently under consideration and any other relevant planning matters (Clerk)
- 9 Finance
 - 9.1 To approve the payment schedule for June:

Payment	Sub-total	VAT	Total
Staff Expenditure – June (Salary + Quarterly PAYE and NICs)		-	897.87
Scofell – Monthly Grounds Maintenance 36270	694.44	138.89	833.33
Lloyds Bank – May Bank Charges		-	4.25
Arthur J Gallagher – Insurance Premium		-	913.83
Redcap Towing Centre (eBay) – Reflectors, Hardwick Road	44.98	8.99	53.97
South Oxfordshire DC – Premises Licence		-	70.00
Printinco – Whitchurch Spring Bulletin		-	542.00
Claire Connell – Internal Auditor Charge		-	280.00
Leslie Maynerd – GROW Team Expenses Reimbursement		-	44.73

- 9.2 To note Receipts:

Receipts	Amount
EQ Care Homes – Bulletin Advertising	185.00
Warmingham & Co – Bulletin Advertising	185.00

- 9.3 To approve the Bank Statement and Bank Reconciliation to end May 2025 – RFO
- 9.4 To consider the annual grant application from the Village Hall Committee for a grant of £1,200

- 10 Internal Audit
 - 10.1 To receive and review the report from the Internal Auditor
 - 10.2 To consider the appointment of the Internal Auditor for 2025-26
- 11 External Audit – To consider the 2024-25 AGAR for submission to the External Auditor
 - 11.1 Section 1: Annual Governance Statement - to consider the questions and respond accordingly
 - 11.2 Section 2: Accounting Statement - to consider and agree the accounting statement figures
 - 11.3 Electors’ Rights – to note the dates for the Notice of Public Rights
 - 11.4 Statement of Variances – to consider the draft Statement of Variances
- 12 Motion: To agree a list of OCC Highways related projects that we would like to raise for our county councillor.
Proposer: Cllr Donahue, Seconder: Cllr Smith
- 13 Motion: To agree the purchase of a speed monitoring sign for the High Street, according to the previously circulated quotation.
Proposer: Cllr Parkes, Seconder: Cllr Smith
- 14 Report to Councillors on the Hardwick Road Verges Project – Clerk
- 15 To review progress on any open actions from previous Parish Council meetings and agree any revision of actions on the action list.
- 16 Items for Report and Inclusion on the next Agenda – deadline Thursday, July 3, 2025.
- 17 To confirm the date and time of next meeting as Thursday July 10, 2025 at 20:00.