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, 12th November 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, 8th October 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 Vacancy on the Parish Council – to note any applications for co-option.

6 Clerk vacancy – Update on process of recruitment of new Clerk

7 Chairman's Announcements.

8 To receive reports from District and County Councillors.

8.1 South Oxfordshire District Council

8.2 Oxfordshire County Council

9 Planning Applications – to agree the Parish Council's response to the following notification(s).

9.1 P26/S4698/HH – Walled Garden, High Street, Whitchurch-on-Thames RG8 7EP
Addition of a new side extension and replacement of existing wooden ramp with a new brick and slab.

9.2 P26/S4982/LDP - Herons Reach South, Eastfield Lane, Whitchurch-on-Thames RG8 7EJ
Proposed single storey rear extension and ancillary outbuilding.

10 Planning Update - A report on decisions made by SODC, applications currently under consideration, any applications received after the agenda was published and any other relevant planning matters.

11 Finance

11.1 To approve the payment schedule for November:

Payment	**Sub-total**	**VAT**	**Total**
Clerk November Salary			711.70
Printinco (Bulletin Printing)			542.00
South Oxfordshire District Council (Dog Bin Emptying)	1041.75	208.34	1250.06
Scofell Landscapes (Grounds Maintenance)	729.16	145.83	874.99
Leslie Maynerd (Reimbursement – MOWS Expenses)			39.98
Royal British Legion (Remembrance Wreath) **PAID (Debit Card)**	26.25	5.25	31.50

11.2 To note Receipts:

Receipts	**Amount**
SODC (CIL Payment)	9525.60
PJ Wise & Sons (Bulletin Advertising)	75.00

11.3 To approve the Bank Statement and Bank Reconciliation to the end of October 2026

11.4 To consider a Budget Monitoring document for 2026/27 to the end of October 2026

Brian Inglis, Clerk and RFO

12 To discuss OCC Highways review of, and proposed amendments to the Whitchurch-on-Thames Parking Plan, and to agree on the wording of any response from the Parish Council.

13 **Motion:** To approve the adoption of a Parish Council Grant Policy and Application Form.
Proposer: Cllr Donahue. **Seconder:** Cllr Hyde

14 **Motion:** To approve the co-signing of the school's contract with Happy Circus for an event planned for 7th May 2027 on the Village Green and to have entrance to VG car park cut back to help with access.
Proposer: Cllr Donahue. **Seconder:** Cllr Hyde

15 **Motion:** To give approval to Cllrs Donahue and Hyde preparing an application for a 2027 SODC CIL Funding Grant for a storage facility on Village Green and improvements to pavilion toilets to make them accessible.
Proposer: Cllr Donahue. **Seconder:** Cllr Hyde

16 **Motion:** To approve an annual update to the Residents Issues List for publication.
Proposer: Cllr Donahue. **Seconder:** Cllr Hyde

17 **Motion:** To approve the adoption of a Parish Council Health & Safety Policy
Proposer: Cllr Hyde. **Seconder:** Cllr Smith

18 **Motion:** To discuss and agree on the siting, design and cost of a new general Village notice board to be placed outside the Village Conservation Area.
Proposer: Cllr Smith. **Seconder:** Cllr Higley

19 To discuss the contents of a DRAFT Parish Council Health and Safety Risk Register.

20 To review progress on items on the Parish Council Action List and agree any revision.

21 Items for Report and Inclusion on the next Agenda – deadline Thursday, 3rd December 2026.

22 To confirm the date and time of next meeting as Thursday, 10th December 2026 at 20:00.