



## Agenda – Annual Meeting of Whitchurch-On-Thames Parish Council

All Councillors are summoned to the Annual Meeting of the Council, to be held virtually on Thursday, May 6, 2021 at 20:00

- 1 Apologies for absence & read Mission Statement 20:00
- 2 Election of Chair, Vice-Chair, RFO, Membership of Working Groups and Committees
- 3 Co-option of New Councillor
- 4 Declaration of Interests by Councillors on any items on the Agenda
- 5 Public Forum - an opportunity for members of the public to express their point of view 20:15  
on any item on the agenda. With the Chairman's permission, a member of the public may express their point of view on specific items of business. Five minutes are reserved per item. Please contact Jane Yamamoto at [parishclerk.whitchurchonthames@gmail.com](mailto:parishclerk.whitchurchonthames@gmail.com) by 18:00 Thursday, May 6<sup>th</sup> if you would like to join this meeting via virtual link:  
<https://us02web.zoom.us/j/83555517564>
- 6 Chairman's Announcements 20:20
- 7 To approve minutes of the meeting of April 8<sup>th</sup> 2021.
- 8.0 Planning Applications – to discuss and agree Council's response to the following: 20:30
- 8.1 P16/S1919/DIS/  
Eastfield House, Whitchurch-on-Thames RG8 7EJ  
Development work as amended Travel Plan received 31 March 2021. The amendment is for: As amended by Landscaping Plan received 8 April 2021
- 8.2 P21/S1208/DIS  
The Limes, 14 Swanston Field, Whitchurch-on-Thames RG8 7HP  
The application is for discharge of condition 3 (Schedule of Materials) in application P18/S1756/HH  
Proposed front and rear extensions and internal alternations.
- 8.3 P21/S1447/HH  
Willow House, Eastfield Lane, Whitchurch-on-Thames RG8 7EJ  
Proposed garage conversion into habitable space with new front windows and side door
- 9 To receive reports from the representatives of Oxfordshire County Council and South Oxfordshire District Council. 20:45
- 9.1 SODC District Councillor Report (Attachment 1) TBC
- 9.2 OCC County Councillor Report
- 10 Finance 20:50
- 10.1 To approve the payment schedule for May:

Payment	Amount
Clerk salary (May 2021)	BACS
Zoom (May 2021)	£14.29 DD
Philip Weir (website hosting)	£61.10
Scofell	£699.32
A. Aitchison (poles for football nets)	£151.95

Ruby & Grace (roses for Hoptons)	£17.50 DD
Community First (2021-22 membership)	£55.00
Came & Company (Annual insurance)	
Nova Press (Inv 8642 Bulletin)	£450.00
SODC (Q1 Dog bin emptying)	£215.28
Acqua Salva Serra (Inv 841 for repair to tap on VG)	£94.00
Heritage Trees (Manor Road)	£2,730

- 10.2 Bank reconciliation and reports
- 10.3 CIL monies received
- 10.4 Councillor Grant received
- 10.5 Insurance renewal (Attachment 2)
- 11 Motion to approve Cllr Leadbeater-Hart to join TAPWG – Cllr Leadbeater-Hart seconded by Cllr Steward 21:00
- 12 Motion for the TAPWG TOR 4.1 Membership to be amended to, “At least two members of the members will be of the Parish Council”. – Cllr Steward seconded by Cllr Leadbeater-Hart 21:10
- 13 Motion to approve that the resident concerned may proceed with their proposed work on the yew trees on the Parish Council side of the boundary in the Manor Road Conservation Area – Cllr Higley seconded by Cllr Smith 21:20
- 14 Motion to approve the vote by email for the Whitchurch Award – Cllr Donahue seconded by Cllr Smith 21:25
- 15 Parish Councillor application and recruiting 21:30
- 16 Update on Deep Cleanse Table for May 13-17, 2021 (Attachment 3) 21:45
- 17 Update on the Duty of Care work by Heritage Trees – Cllr Higley
- 18 To review progress on any open actions from previous Parish Council meetings and agree any revision of actions on the action list.
- 19 To confirm the dates and times of the next meetings on Thursday, May 20, for Annual Parish Meeting and Thursday, June 10, 2021. 21:50
- 20 Confidential discussion for thank you notes from the Parish Council
- 21 Meeting closed. 22:00