



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, May 8, 2025 at 20:00**

AGENDA

- 1 Election of Chairman of Parish Council for 2025-26
Chairman to Sign Declaration of Acceptance of Office (Local Government Act 1972 s15(2))
- 2 Apologies for absence & read Parish Council Declaration
- 3 Declaration of Interests by Councillors on any items on the agenda.
- 4 Election of Vice-Chairman of Parish Council for 2025-26
Vice-Chairman to Sign Declaration of Acceptance of Office (Local Government Act 1972 s15(2))
- 5 Appointment of Chairs and Parish Council Representatives on Working Groups and Committees
- 6 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.
- 7 To approve minutes of the Parish Council meeting of Thursday, April 17, 2025.
- 8 Chairman’s Announcements - Cllr Donahue
- 9 To receive reports from District and County Councillors.
 - 9.1 South Oxfordshire District Council - Cllr Dragonetti
 - 9.2 Oxfordshire County Council
- 10 Planning Applications – to note receipt of the following notification.
P25/S1367/DIS
Discharge of Conditions 5 (sustainable measures) and 12 (external lighting) on planning application P19/S4248/FUL (Redevelopment of the site to include demolition of time expired buildings (G, K, M, N, S (all to be fully demolished) and U (part demolition to remove store room) and replacement with a single building (Building H). Refurbishment of existing laboratories (Building D.))
Technology Centre Bozedown Drive Whitchurch Hill RG8 7QR
- 11 Planning Update – A report on decisions made by SODC, applications currently under consideration and any other relevant planning matters (Clerk)

12 Finance

12.1 To approve the payment schedule for May:

Payment	Sub-total	VAT	Total
Staff Expenditure – May			690.93
South Oxfordshire District Council – Dog Bin Empty	858.73	171.75	1030.48
South Oxfordshire DC – Pre-Planning Advice (Tea Hut)	413.33	82.67	496.00
Bouchier Fencing Ltd – Posts for Hardwick Rd project	351.00	70.20	421.20
Scofell – Monthly Grounds Maintenance 35793	694.44	138.89	833.33
Scofell – Monthly Grounds Maintenance 36029	694.44	138.89	833.33
Lloyds Bank – April Bank Charges			4.25
Amazon – Notice Board Keys	5.74	1.16	6.90
Reimburse Councillor Expenses – Red Rose			11.99

12.2 To note Receipts:

Receipts	Amount
South Oxfordshire District Council – CIL Payment	4762.80
HMRC – VAT Return 2024-25	2063.92

12.3 To approve the Bank Statement and Bank Reconciliation to end April 2025 – RFO

12.4 To approve the updated budget for Parish Council Year 2025-26

12.5 Update on Year End and plans for Internal Audit and AGAR submission - RFO

13 Governance

13.1 To consider adopting updated NALC Standing Orders 2025 (as recommended by OALC)

13.2 To consider adopting updated NALC Financial Regulations 2025 (as recommended by OALC)

14 Report to Councillors on the Hardwick Road Verges Project – Clerk

15 To review plans for the Annual Village Assembly on Thursday May 22, 2025

16 To agree the dates of meetings of the Parish Council in 2025-26

17 To review progress on any open actions from previous Parish Council meetings and agree any revision of actions on the action list.

18 Items for Report and Inclusion on the next Agenda – deadline Thursday, June 5, 2025.

19 To confirm the date and time of next meeting as Thursday June 12, 2025 at 20:00.