



MINUTES OF MEETING OF WHITCHURCH-ON-THAMES PARISH COUNCIL

At the Village Hall at 21:00 Thursday, June 13, 2024

Members Present

Chair	Jim Donahue
Members	Nick Brazil Katherine Higley Paul O'Grady Frances Parkes

Officers Present:

Clerk, RFO	Jane Yamamoto
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Public and Press: 2 residents

The meeting started at 21:00.

- 1 **Apologies for absence & Mission Statement** 21:00
Cllr Leach sent her apologies.
- 2 **Declaration of Interests**
There were no declarations of interests.
- 3 **Public Forum** – an opportunity for members of the public to express their point of view on any item on the agenda. 21:05
- 3.1 Rebecca Galea, Secretary of The Pre-school Committee, outlined the plans to re-build the Preschool building which has been in use since 1998.
There were insufficient funds to replace it this year and the roof was beyond repair. The current temporary roof would not survive another winter. Quotes, architects, and construction plans had been obtained and narrowed down to 2 quotes. The building would be modular, steel-framed, rapid-build, energy efficient with a warranty for 10 years with an expected life for at least 50 years. The goal was to commence works in October 2024 for 4-6 weeks.
Quotes were in the region of £180-200k. Their request for support from the Parish Council was:
 - 1) Financial – the Pre-school had saved £110k over the last 7-8 years and were running local campaigns but asked if any donations or CIL monies could be requested;
 - 2) Letter of support from Parish Council for grant applications;
 - 3) Planning – will need to go through application process and would welcome any concerns and a letter of support.
- 4 **Chairman's Announcements**
There were no announcements this month.
- 5 To approve minutes of the meeting of May 23, 2024. 20:10
Resolution: The Council voted to approve the minutes.
- 6 Planning Applications – to discuss and agree Council's response to the following: 20:15
- 6.1 P24/S1640/HH
Mill Cottage, High Street, Whitchurch-on-Thames RG8 7DH
Internal alterations and first-floor extension over existing flat roof
Resolution: The Parish Council voted to support this application.

6.2 P22/S1679/DIS

Walled Garden House, High Street, Whitchurch-on-Thames RG8 7EJ

The application is for: Discharge of conditions 5 (Surface water drainage works (details required), 6 (Foul drainage works (details required), 9 (Electric Vehicle Charging Points (details required) and 14 (Tree Protection (General) on application P23/S1070/FUL (Demolition of existing dwelling and rear outbuildings, replacement by a detached dwelling and detached double garage)

Resolution: The Parish Council voted to submit a comment to the Planning Officer that there is no mention of the village water course or restitution of the pond on the property which they believe will have a significant impact on the surface water drainage. So they have deep concerns about this Discharge of Condition 5.

7 To receive reports from the representatives of Oxfordshire County Council and South Oxfordshire District Council

There were no reports submitted.

8 **Finance:**

20:20

8.1 To approve the payment schedule for June:

Payment	Sub-total	VAT	Total
Staff expenditure (June)			£541.80
Village Hall (projector)			£25.00
Claire Connell (Internal Audit)			£280.00

Resolution: The Council voted to approve the payments.

8.2 Receipts:

Receipts	Amount

8.3 Motion to approve the Year End Financial Reports – Cllr Donahue seconded by Cllr Parkes

Resolution: The Council voted to approve the Motion.

8.4 The Internal and External Audit reports had been received and the Council has taken appropriate action on all matters raised in reports from internal and external audits.

8.5 Motion to approve the Internal Auditor Report for 2023/2024 for submission to the External Auditor – Cllr Donahue seconded by Cllr Parkes

Resolution: The Council voted to approve the Motion.

8.6 Motion to approve the AGAR Section 1 – Cllr Donahue seconded by Cllr Parkes

Resolution: The Council voted to approve the Motion.

8.7 Motion to approve the AGAR Section 2 - Cllr Donahue seconded by Cllr Parkes

Resolution: The Council voted to approve the Motion.

8.8 Motion to approve the Notice to the Public in the first 10 days of July 2023- Cllr Donahue seconded by Cllr Parkes

Resolution: The Council voted to approve the Motion.

8.9 Financial Regulations - Clerk

21:30

The Clerk advised that there was a correction to be made to the Financial Regulations in 5.6. It should have read, "For contracts estimated to exceed £10,000..."

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

- 10 Items for Report and Inclusion on the next Agenda 21:35
- 10.1 Following the appeal from the Pre-school Committee members, it was proposed that the PC write a letter of support for the grant funding and planning application.
- 10.2 A Councillor advised that the laurel in the Playground will be moved on Thursday, June 20, 2024. A notice will be placed on the village website.
- 11 To confirm the date and time of the next meeting.
The next meeting is being held on Thursday, July 11, 2024 at 20:00.
- 12 Confidential discussion for thank you notes from the Parish Council
- 13 Meeting closed. 21:45