



Agenda – Meeting of Whitchurch-On-Thames Parish Council

All Councillors are summoned to the Meeting of the Council
to be held at the Village Hall
on Thursday, May 23, 2024 at 20:00

- 1 Apologies for absence & read Mission Statement 20:00
- 2 Election of Chair, Vice-Chair, RFO and Chairs of Working Groups and Committees
- 3 Declaration of Interests by Councillors on any items on the Agenda
- 4 Public Forum - an opportunity for members of the public to express their point of view 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 the Clerk, Jane Yamamoto at parishclerk.whitchurchonthames@gmail.com by 17:00 on Thursday, May 23rd if you would like to attend. 20:05
- 5 Chairman's Announcements 20:10
- 6 To approve minutes of the meeting of April 11, 2024. 20:15
- 7 Planning Applications – to discuss and agree Council's response to the following: 20:20
 - 7.1 P24/S1318/DIS
Whiteways, Hardwick Road, Whitchurch-on-Thames RG8 7HW
Discharge of condition 7 (Tree Protection) on planning application P24/S0464/FUL (Subdivision of existing dwelling into two dwellings; to include proposed single storey rear extension and a 2-storey extension to the inner north elevation, construction of a new porch to east elevation and detached garages. Associated parking, landscaping, private amenity and access arrangements).
 - 7.2 P22/S1510/DIS
Oakfield, Eastfield Lane, Whitchurch-on-Thames RG8 7EJ
Discharge of conditions 03 - Materials, 06 - Arboricultural Method Statement, 07 - Landscaping, 08 - Biodiversity, 10 - Charging Point and 12 - External energy Generation on planning application P23/S4171/FUL. Replacement dwelling involving demolition of existing house and garage.
- 8 To receive reports from the representatives of Oxfordshire County Council and South Oxfordshire District Council. 20:25
 - 8.1 SODC District Councillor Report (Attachment 1) TBC
 - 8.2 OCC County Councillor Report (Attachment 2) TBC
- 9 Finance 20:35
 - 9.1 To approve the payment schedule for May:

Payment	Sub-total	VAT	Total
Staff expenditure (May)			£541.80
Annual grant for the Village Hall			£1,200.00
Red Rose for Playground (Cllr Higley)			£9.99
SODC (Licence for Band A)			£70.00
OALC – Training JD	£30.00	£6.00	£36.00

OALC – Training DS	£30.00	£6.00	£36.00
Gallagher (Annual Insurance)			£902.22
Herald Printing Services			£743.00
Community Heartbeart	£62.00	£13.59	£81.54

9.2 Receipts:

Receipts	Amount
NA	

9.3 Bank Reconciliations (end of March 2024) (Attachments 3, 4, 5)

9.4 Internal Controls Policy for Q3 2023 and Q4 2024 (Attachments 6, 7)

9.5 Motion to approve the New Financial Regulations (Attachment 8) Cllr Parkes seconded by Cllr Donahue 20:45

10 Motion to approve the Insurance Renewal (Attachment 9) Cllr Donahue seconded by Cllr Parkes 20:50

11 Motion for the Parish Council to Advertise for a new Clerk/RFO – Cllr Donahue seconded by Cllr Smith 20:55

12 Motion for the updated Standing Orders to be approved by the Council (Attachment 10)– Cllr Donahue seconded by Cllr Parkes 21:05

13 Motion to purchase wooden labels for the Manor Road Conservation Area – Cllr Higley seconded by Cllr Parkes. 21:15

14 Motion to approve the annual £1200 grant for the Village Hall (Attachment 11)– Cllr Higley seconded by Cllr Smith 21:25

15 Motion to approve the erection of a Third Direction sign for the Polish Memorial Church gardens (Attachment 12) Cllr Donahue seconded by Cllr Smith 21:35

16 To review progress on any open actions from previous Parish Council meetings and agree any revision of actions on the action list. 21:45

17 Items for Report and Inclusion on the next Agenda

18 To confirm the date and time of the next meeting for the Annual Parish Meeting on Thursday, May 30, 2024 at 19:30. 21:55

19 Confidential discussion for the vote for the Whitchurch Award and thank you notes from the Parish Council

20 Meeting closed. 22:00