

Notice of a Meeting of East Challow Parish Council

Wednesday 22nd April 2026 at 19:00, East Challow Village Hall

All Councillors are summoned to a Meeting of East Challow Parish Council.
Members of the public and press are invited to attend all council meetings.
(Public Bodies (Admission to Meetings) Act 1960)

AGENDA

Prior to the start of the meeting; Questions and comments from members of the public (limited to 10 minutes in total)

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting. Members of the public may make only one address to the council of no more than three minutes' duration and only concerning topics on the agenda. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.

1. To receive apologies for absence.

2. Declarations of Interests

2.1 To receive declarations of interest for items on this agenda

Members to declare any interests, including Disclosable Pecuniary Interest they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct. (NB this does not preclude any later declarations)

3. To approve the minutes of previous council meetings

3.1 Meeting held on March 11th, 2026.

3.2 Matters arising from the minutes not elsewhere on the agenda including actions.

4. Chairman's Announcements

5. Councillor Vacancy

5.1 To receive an update on the Parish Councillor vacancy.

6. Staffing Matters

6.1 To approve the expenditure of £49 for the purchase of a phone for the RFO position.

6.2 To approve the Clerk's attendance and the cost of £160 plus VAT for a Cemetery Operations and Regulatory Compliance online course.

6.3 To approve the cost of £45 for the Clerk to attend training called Avoid the Audit Trap: Website Compliance for Councils.

6.4 To discuss advertising for a Maintenance Warden.

7. Finance 2025-2026

7.1 To ratify the March payments list paid in April 2026.

7.2 To note the March 2026 receipts.

7.3 To note the reconciled bank account as at 31st March 2026.

7.4 To receive a budget to actual/ EMR report.

- 7.5 To confirm the remainder from the 25/26 precept and which budget area this will be paid into.
- 7.6 To receive information regarding a smart meter and the electricity bills.
- 7.7 To confirm the opening of a unity savings account for the transfer of EMR's.
- 7.8 To receive and approve the updated asset register as at 31/03/26.
- 7.9 RFO report.

8. Finance 2026-2027

- 8.1 To note the first half of the precept was received on the 08/04/2026.

9. Governance

- 9.1 To confirm the date of the Annual Parish Meeting in May 2026.
- 9.2 To approve the Standing Orders for 2026/2027.
- 9.3 To approve the Financial Regulations for 2026/2027.
- 9.4 To approve the Code of Conduct for 2026/2027.
- 9.5 To approve the Risk Assessment for 2026/2027.

10. To receive reports from District and County Councillors

- 10.1 Oxfordshire County Councillor
- 10.2 Vale of White Horse District Councillor

11. Planning

12. Village and surrounding area

- 12.1 To receive information and further discuss the request for railings on the steps on Letcombe Hill.
- 12.2 To receive further information on the streetlighting issue in Childrey Way.
- 12.3 To receive the Village inspection report and discuss and agree actions.
- 12.4 To consider a request for £400 towards the Village Community Day 7th June 2026.
- 12.5 To report on a recent Village Hall Booking.

13. Standing Agenda Items, to receive update and agree actions.

13.1 Parish Cemeteries

- To consider quotations for the project to landscape areas of the Vicarage Hill cemetery to create more burial plots and to replace the hedge.
- To receive information regarding land registration of the Vicarage Hill Cemetery.
- To receive an update on the reduction of the beech hedge in the Vicarage Hill Cemetery.

13.2 Allotments

13.3 Traffic / Highways including

- Parking within the village.
- Speeding within the village/ including road issues.
- To receive an update on the setting up of a Community Speedwatch Team.
- Speed Indicator Displays (SID's) .
- To receive an update on the speed reduction measures on Letcombe Hill.

13.4 Grounds Maintenance

13.5 Time capsule

- To receive an update on the preparation of the Time capsule.

13.6 Recreation Area

- To receive a report from the Pavilion Working Group.
- To review Challow Sports agreement for the use of the recreation ground.
- To receive an update on the full electrical safety inspection check at the Pavilion.
- To receive a report following the visual play inspection checks.
- To agree a quotation for the base for the picnic bench for the recreation ground.
- To receive an update on the replacement of the basketball boards and nets.

14. To receive Correspondence and agree actions or approve responses.

15. Matters for future discussion.

16. To report on the list of items included in the May edition of Challow News

17. To agree date of the next meeting: 13th May 2026.