

## **Notice of a Meeting of the East Challow Parish Council**

**Wednesday 13<sup>th</sup> May 2026 at 19:00, East Challow Village Hall**

All Councillors are summoned to the Annual Council 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**

**1. To elect the Council Chairman for 2026/27.**

**2 To complete declaration of acceptance of office form.**

**3. To elect the Council Vice Chairman for 2026/27.**

### **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.*

**4. To receive apologies for absence.**

### **5. Declarations of Interests**

5.1 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)*

**6. To approve the minutes of previous council meetings**

6.1 Meeting held on 22nd April 2026

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

**7. Chairman's Announcements**

**8. To confirm all Committees and Committee members currently existing for the Council**

### **9. Councillor Vacancy**

9.1 To approve co-option of 1 Councillor to fill the vacancy or to re advertise if necessary.

9.2 To complete the Declaration of acceptance of office form.

### **10 Staffing Matters**

10.1 To receive an update following the advertising of the Maintenance Warden post.

**11. Finance 2026-2027**

- 11.1 To agree the April payments list paid in May 2026.
- 11.2 To note the April 2026 receipts.
- 11.3 To note the reconciled bank account as at 30<sup>th</sup> April 2026.
- 11.4 To receive a budget to actual/EMR report.
- 11.5 To confirm the remainder from the 25/26 precept and which budget area this will be paid into.
- 11.6 To receive an update regarding the installation of a smart meter in the pavilion.
- 11.7 To receive an update on the opening of a unity savings account for the transfer of EMR's.
- 11.8 To receive and approve the updated Asset Register as at 31/03/2026.
- 11.9 To receive an update on the AGAR.
- 11.10 RFO report.

**12. Governance**

- 12.1 To approve the Complaints Procedure for 2026/2027.
- 12.2 To approve the Information Requests Policy for 2026/2027.
- 12.3 To approve the Information and Data protection Policy for 2026/27.
- 12.4 To discuss a Biodiversity Policy.
- 12.5 To remind all Councillors to ensure Declaration of Interest forms are up to date.

**13. To discuss applying to the Climate Action Fund.**

**14. To discuss the arrangements for the Annual Parish Meeting and confirm the sending of invitations.**

**15. Insurance**

- 15.1 To receive and approve the insurance renewal quotation from Clear Councils
- 15.2 To discuss the insured value for village street furniture.

**16. To receive reports from District and County Councillors**

- 16.1 Oxfordshire County Councillor
- 16.2 Vale of White Horse District Councillor

**17. Planning**

**18. Village and surrounding area**

- 18.1 To receive information and further discuss the request for railings on steps leading onto Letcombe Hill.
- 18.2 To discuss and approve the donation towards the service of the Church Clock.

**19. Standing Agenda Items, to receive update and agree actions.**

- 19.1 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.

#### 19.2 Allotments

#### 19.3 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 Speed Watch Team
- Speed Indicator Displays (SID's) .
- To receive an update on the speed reduction measures on Letcombe Hill and to note concerns from a resident.

#### 19.4 Grounds Maintenance

#### 19.5 Time Capsule

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

#### 19.6 Recreation Area

- To receive a report from the Pavilion Working Group.
- To receive information regarding the blocked drains on the recreation ground and ratify the expenditure of £372 inclusive of VAT for jetting.
- To receive an update on the 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 on the recreation ground.
- To receive an update on the replacement of the basketball boards and nets.
- To receive an update on the replacement of the pavilion doors.

**20. To receive Correspondence and agree actions or approve responses.**

**21. Matters for future discussion.**

**22. To agree a list of items to be included in the June edition of Challow News**

**23. To agree date of the next meeting: 10<sup>th</sup> June 2026**