

Notice of a Meeting of East Challow Parish Council

Wednesday 10th June 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. To confirm that the meeting is quorate.

3. Declarations of Interests

3.1 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)

4. To approve the minutes of previous council meetings

4.1 Meeting held on 13th May 2026.

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

5. Chairman's Announcements

6. Councillor Vacancy

6.1 To note the resignation of Cllr P Barrow on the 18th May 2026.

6.2 To receive confirmation from VWHDC that no election has been called so the Council can proceed to co-option.

6.3 To approve co-option of Councillors to fill the vacancies or to re advertise if necessary.

6.4 To complete the Declaration of acceptance of office form.

7. Staffing Matters

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

7.2 To approve the purchase of additional email storage for the Chair and Vice Chair at a cost of £3.50 per month per email account.

7.3 To discuss and approve staff remuneration from 1st April 2026.

8. Finance 2025-2026

8.1 To note the reconciled bank accounts as of 31st March 2026.

8.2 To approve the annual accounts for 2025/2026, including:

Variances report

Reserves balance

Budget variations

Payments and Receipts Lists for the entire FY 2025/26

8.3 To receive the Internal Audit report, consider recommendations and agree actions.

8.4 To agree content and approve the Annual Governance and Accountability Return (AGAR) Section 1 "Annual Governance Statement" 2025 /2026.

8.5 To approve the Annual Governance and Accountability Return (AGAR) Section 2 "Accounting Statements 2025/2026.

8.6 To approve the dates for the public rights of inspection 12th June 2026 – 23rd July 2026, being 30 working days including the first 10 days of July.

8.7 To approve the CIL Report.

8.8 To agree to redact the signatures on the AGAR for the website.

9. Finance 2026-2027

9.1 To agree the May payments list paid in June 2026.

9.2 To note the May 2026 receipts.

9.3 To note the reconciled bank account as at 31st May 2026.

9.4 To receive a budget to actual/EMR report.

9.5 To receive information from a utility broker regarding electricity prices.

9.6 RFO report.

10. To approve the application to the Climate Action Fund.

11. To discuss any matters arising from the Annual Parish meeting.

12. Insurance

12.1 To confirm the 2026/2027 insurance has been renewed

13. To receive reports from District and County Councillors

13.1 Oxfordshire County Councillor

13.2 Vale of White Horse District Councillor

14. Planning

15. Village and surrounding area

15.1 To receive information and further discuss the request for railings on steps leading onto Letcombe Hill.

JS Smith

Clerk

3rd June 2026

15.2 To approve the purchase of a parking at your own risk sign for the overflow car park

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

16.1 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.

16.2 Allotments

16.3 Traffic / Highways including

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

16.4 Grounds Maintenance

16.5 Time Capsule

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

16.6 Recreation Area

- To receive a report from the Pavilion Working Group.
- To discuss charging for use of the recreation ground from September 2026.
- To receive confirmation of the electrical safety inspection check at the Pavilion.
- To receive a report following the visual play inspection checks.
- To note the ROSPA play area inspection is scheduled to take place in July 2026 and approve the cost of £161 excluding VAT.
- To receive an update on the installation of the picnic base and bench.
- To receive an update on the replacement of the basketball nets.
- To receive an update on the replacement of the pavilion doors.
- To receive an update on the repair to the stepping stone gorge bridge.

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

18. Matters for future discussion.

19. To agree a list of items to be included in the July/August edition of Challow News.

20. To agree date of the next meeting: 8th July 2026.