



Wheatley Parish Council Meeting Agenda for Monday, June 3, 2024

To: All Members of Wheatley Parish Council

Councillors are hereby summoned to attend a Full Council meeting of Wheatley Parish Council at the Merry Bells, 89 High St, Wheatley on Monday, June 3, at 19:30 for the purpose of transacting the following business.

Signed: *M. Legg* Clerk to the Parish Council, 27 June 2024

Members are reminded to declare an interest for relevant agenda items

The meeting is held in public, you can join in person or watch live: scan the QR Code to join or copy and paste <https://bit.ly/44v9zgn>

Copies of documentation and meeting links are available from the parish office, clerk@wheatleyparishcouncil.gov.uk / 01865 875615 or wheatleyparishcouncil.gov.uk



AGENDA

#25/24-25. APOLOGIES FOR ABSENCE - Apologies received from Cllr Street

#26/24-25. DECLARATIONS OF INTEREST

Cllr Willmott - Wheatley Playing Fields Trust and Wheatley Rugby Club.

#27/24-25. TO CO-OPT TO FILL FOUR VACANCIES

#28/24-25. TO RECEIVE MINUTES, from Parish Council meeting on Monday 13th May 2024 – previously circulated

#29/24-25. TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS, from Parish Council meeting on Monday 13th May 2024.

#30/24-25. PUBLIC PARTICIPATION & PUBLIC QUESTIONS

In line with Standing Orders #3, Members of the public have the opportunity to raise any issues or ask questions to members, not exceeding 5mins unless directed by the Chairman of the meeting . Maximum of 30 minutes allocated for this agenda item.

#31/24-25. TO RECEIVE AN UPDATE FROM THE CLERK

And includes:

- i. Recruitment of Grounds Maintenance Operative
- ii. Community have been supportive in collecting jars for Play & Activity Day.
- iii. Request for Cllr support/attendance for Play & Activity Day
- iv. Request for meeting with Lagan Homes, Cllrs reminded to respond ASAP.
- v. Internal Auditor visit took place on 22nd May (report to be received later in meeting).
- vi. Wheatley News (June/July) has been printed and distributed.
- vii. Cllrs reminded to read the new Councillors Guide, previously circulated.

#32/24-25. TO RECEIVE A REPORT FROM COUNTY COUNCILLOR

#33/24-25. TO RECEIVE A REPORT FROM SODC DISTRICT COUNCILLOR

#34/24-25. TO CONSIDER RESPONSES TO CURRENT CONSULTATION

#35/24-25. TO APPROVE CORE DOCUMENTS:

- i. Financial Regulations
- ii. Fire Risk Assessment
- iii. Updates to Risk Register

#36/24-25. TO RECEIVE INTERNAL AUDITORS REPORT

#37/24-25. TO APPROVE ANNUAL GOVERNANCE STATEMENT

- i. To approve Section 1 of the Annual Governance and Accountability Return
- ii. To approve dates for exercise of electors' rights

#38/24-25. TO APPROVE ANNUAL ACCOUNTABILITY STATEMENTS

- i. To review and approve asset register.
- ii. To review financial statements and approve bank reconciliation.
- iii. To approve Section 2 of the Annual Governance and Accountability Return

#39/24-25. TO RECEIVE FEEDBACK/UPDATES FROM RECENT/UPCOMING TRAINING/DEVELOPMENT/ENGAGEMENT EVENTS

- i. OALC Talking Tables event (AS)
- ii. Littleworth Field public consultation (AS/ML)
- iii. Play & Activity Day (ML)

#40/24-25. TO RECEIVE UPDATES, MINUTES AND ACTIONS FROM:

- i. Finance Committee – Meet again 17th June.
- ii. Open Spaces Committee – Minutes circulated. Clerk has received documentation from contractor regarding Land Registry applications (Village Green, High St and Church Rd Rec) and has completed statutory declarations. Packs are to be sent to Land Registry along with cheques 2 x £30 to cover the application fees.
- iii. Planning Committee – Meet again on 12th April.
- iv. Staffing Committee – nothing to report.
- v. Communications Working Group – nothing to report.
- vi. Holton Pavilion Project and receive Wellers Hedley response regarding Pavilion Lease.
- vii. Littleworth Playing Fields Working Group –
- viii. Oxford Brookes Development Working Group -
- ix. Traffic Working Group –
- x. Youth Club – still seeking one additional member of staff.
- xi. Youth Council

#41/24-25. TO RECEIVE UPDATES/REPORTS FROM:

- i. Community Larder –
- ii. Good Neighbour Scheme -
- iii. Howe Trust –
- iv. Maple Tree Centre –
- v. Merry Bells Management Committee
- vi. Oxford Brookes Residents Association- meeting invite circulated to TN
- vii. Thames Valley Police
- viii. Wheatley Charities –
- ix. Wheatley Playing Field Trust –
- x. Wheatley Windmill Preservation Trust

#42/24-25. CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION

- i. Arriva – changes to bus services
- ii. Community First – invite to respond to survey.
- iii. Healthwatch - monthly update
- iv. NALC, various newsletters, Chief Exec bulletins, updates, events, new 'Good Councillors Guide'
- v. OCC - May update, unauthorised encampments, Oxford Councils Charter
- vi. SLCC - updates
- vii. SODC, updates, communications, newsletters
- viii. Sustrans - info and meeting
- ix. Thames Valley - Data breach update
- x. Residents - Traffic/buses on Church Rd

#43/24-25. ITEMS FOR INFORMATION

#44/24-25. DATE OF NEXT MEETING - 1st July 2024