



# Wheatley Parish Council Meeting Agenda for Monday, April 13, 2026

To: All Members of Wheatley Parish Council

Councillors are hereby summoned to attend a meeting of Full Parish Council Meeting to be held at the Merry Bells, 89 High St, Wheatley on Monday, April 13, 2026, at 19:30 for the purpose of transacting the following business.

Signed: S Coda Clerk to the Parish Council, 08 April 2026  
Members are reminded to declare an interest for relevant agenda

The meeting is held in public who are welcome to come along.  
There will be an OPEN SESSION at approximately 7.35pm, when questions may be taken from the public.

Copies of documentation and meeting links are available from the parish office,  
[clerk@wheatleyparishcouncil.gov.uk](mailto:clerk@wheatleyparishcouncil.gov.uk) or 01865 875615.

## AGENDA

- #232/25-26. APOLOGIES FOR ABSENCE
- #233/25-26. DECLARATIONS OF INTEREST
- #234/25-26. TO CO-OPT TO FILL TWO VACANCIES
- #235/25-26. TO RECEIVE & APPROVE MINUTES  
From Parish Council meeting held on 2nd March 2026 – [previously circulated](#)
- #236/25-26. TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS  
From Parish Council meeting held on 2nd March 2026 – previously circulated
  - i. Tree register- Completed and sent to Tree Specialist for review of urgent works.
  - ii. Littleworth Allotments- to mark out remaining plots by Asst. Clerk
  - iii. VAS- Signs have been ordered and awaiting delivery/Installation
  - iv. Environmental Visual Audit- Recent visit and referral to other organisation for additional support, meeting booked 15.04.26
  - v. Smokefree Parks- Meeting booked to discuss next steps with OCC 14.04.26
- #237/25-26. PUBLIC PARTICIPATION & PUBLIC QUESTIONS (maximum of 30mins in total and 5mins per person)

**#238/25-26. TO RECEIVE AN UPDATE FROM THE CLERK**

And includes

- i. Wheatley Newsletter- Apr/ May edition distributed, Jun/Jul deadline- 14th May 2026
- ii. Wheatley Newsletter Advertiser Booking Forms 2026/27 Renewal – Ast. Clerk has actioned.
- iii. Update on Kelham/Farm Close alley drain- awaiting information from Oxfordshire County Council
- iv. Memorial Gardens- Update awaiting DAC confirmation ahead of response for installing solar lights.
- v. Parking on Littleworth Apron- Update ongoing.
- vi. Received notification to submit AGAR 2025-2026
- vii. Internal Audit booked in for May. EGM needed to approve AGAR once ready, TBC

**#239/25-26. TO DISCUSS RECENT/UPCOMING COUNCIL EVENTS, COMMUNITY ENGAGEMENT ACTIVITIES**

- i. Councillor Development Day- Successful day where Cllrs looked into the coming year.
- ii. Annual Parish Meeting- Tuesday 5th of May 2026 7:30pm at The Merry Bells
- iii. Oxfordshire Play Association Play Day- Sat 4th of July 2026
- iv. Wheatley Artisan Market- Sat 18th April 2026, stalls booked & Sat 12th Sept 2026, 9am-1pm
- v. Wheatley Spring Clean- Was on Sat 21st March 2026, a big thank you to all involved.
- vi. Annual Parish Meeting- Booked Confirmed for 5th May 2026

**#240/25-26. TO RECEIVE A REPORT FROM COUNTY COUNCILLOR- CLLR BEARDER**

**#241/25-26. TO RECEIVE A REPORT FROM SODC DISTRICT COUNCILLOR- CLLR RAMSDALE**

**#242/25-26. TO APPROVE POLICIES & CORE DOCUMENTS**

- i. Payroll changes and Auto-enrolment pension contribution for 2026/2027
- ii. Data Audit
- iii. Document Retention Policy
- iv. Website Accessibility Statement

**#243/25-26. TO RECEIVE UPDATE/MINUTES AND ACTIONS FROM:**

- i. Finance Committee – [18.03.2026](#) next meeting 20.04.2026
- ii. Open Spaces Committee – [16.03.2026](#) next meeting 18.05.2026
- iii. Planning Committee – [11.03.2026](#) next meeting 08.04.2026
- iv. Staffing Committee – 08.04.2026 next meeting TBC
- v. Littleworth Playing Fields Working Group – no meeting
- vi. Oxford Brookes Development Working Group- no meeting
- vii. Traffic Working Group – 25.02.2026 next meeting tbc
- viii. Wheatley Neighbourhood Plan Working Group- 26.11.2025 next meeting tbc
- ix. Littleworth Apron Working Group- 27.03.2025 next meeting tbc

**#244/25-26. TO RECEIVE UPDATES/REPORTS FROM:**

- i. Community Larder- Cllr Willmott
- ii. Flooding Group- meeting 26.11.2025- S19 Report Update
- iii. Howe Trust– No update
- iv. Maple Tree Centre–\_No update
- v. Wheatley Playing Field Trust- Cllr Willmott
- vi. Merry Bells Management Committee- Cllr Barrett
- vii. Sport and Leisure Plan Group- No update
- viii. Thames Valley Police- Quarterly meeting 20.01.2026, next meeting 15.04.2026
- ix. Wheatley Charities- [To consider re-appointment of members.](#)

**#245/25-26. CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION**

- i. SODC updates- Noted as per emails circulated to all Councillors.
- ii. Oxford County Council Updates- Noted as per emails circulated to all Councillors.
- iii. NALC Updates- Noted as per emails circulated to all Councillors.
- iv. OALC Newsletter- Noted as per emails circulated to all Councillors.
- v. Healthwatch Oxfordshire Briefings- Noted as per emails circulated to all Councillors.
- vi. Matthew Barber- Police & Crime Commissioner updates- Noted as per emails circulated to all Councillors.
- vii. Thames Valley Police- Noted as per emails circulated to all Councillors.

**#246/25-26. ITEMS FOR INFORMATION**

- i. Grass Cutting Quote Update
- ii. Confirmation of 2026-27 Membership renewal for Community First Oxfordshire (CFO) £70. Pre-approved 16.06.25 item 13i. – Clerk to action and approve renewal of membership.

**#247/25-26. CADET HUT COMMUNITY CONSULTATION SURVEY**

- i. Community Consultation Survey
- ii. Proposal for Cadet Hut

**#248/25-26. DATE OF NEXT MEETING**

Monday 13th May 2026, 19:30pm Merry Bells Hall

**#249/25-26. TO RESOLVE TO EXCLUDE THE PUBLIC AND PRESS DUE TO THE CONFIDENTIAL NATURE OF ITEMS TO BE DISCUSSED (Openness of Local Government Regulations 2014)**

**#250/25-26. TO CONSIDER IT SERVICES CONTRACT FOR 2026-2027**