



# Annual Parish Council Meeting Agenda for Monday, 11<sup>th</sup> May 2026

**To: All Members of Wheatley Parish Council**

**Councillors are hereby summoned to attend the Annual Parish Council Meeting to be held at the Merry Bells, 89 High St, Wheatley on Monday, 11<sup>th</sup> May, 2026, at 19:30 for the purpose of transacting the following business.**

**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 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.**

**Signed: *Allison Leigh*, Locum Clerk to the Parish Council  
05 May 2026**

- #1/26-27 Election of Chairman for 2026-2027 & Declaration of Acceptance of Office**
- #2/26-27 Election of Vice Chairman for 2026-2027 & Declaration of Acceptance of Office**
- #3/26-27 To co-opt to fill two vacancies**
- #4/26-27 Apologies for absence**
- #5/26-27 Declarations of interest/Dispensations**
- #6/26-27 To consider [minutes from the Parish Council meeting of 13.04.2026](#)**
- #7/26-27 Public participation & questions (maximum of 30 minutes in total 5 minutes per person)**
- #8/26-27 To receive a report from the County Councillor**
- #9/26-27 To receive a report from the District Councillor**
- #10/26-27 Committees**
  - i. To receive minutes/recommendations from the following committee meetings:**
    - a. [Finance committee minutes: 27.04.2026](#)**
    - b. Any recommendations from the Finance Committee**

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- ii. **To confirm the Scheme of Delegation (including the delegation of consideration of employment policies and staff contracts to the Staffing Committee)**
- iii. **To review the membership and Terms of Reference for the following committees**
  - a. Finance Committee
  - b. Planning Committee
  - c. Staffing Committee
  - d. Open Spaces Committee
- iv. **To review the membership and Terms of Reference for the following working groups:**
  - a. Communications Working Group
  - b. Traffic Working Group
  - c. Littleworth Field Working Group
- v. **To consider any new committees and appoint members**

**#11/26-27 Review of arrangements, including any charters and agency agreements, with other local authorities and review of contributions made to expenditure incurred by other local authorities**

- i. To consider the Fix My Street Superuser
- ii. To consider the agreement with Oxfordshire County Council for grass cutting
- iii. Consider any other agreements as necessary

**#12/26-27 Review of representation on or work with external bodies and arrangements for reporting back**

- Flood Advisory
- Good Neighbourhood Scheme
- Holton Pavilion Maintenance
- Wheatley Neighbourhood Plan Review
- Howe Trust (Wheatley)
- Maple Tree
- The Merry Bells
- Wheatley Charities
- Wheatley Playing Field Trust

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- Wheatley Windmill Preservation Society
- Youth Council
- Thames Valley Police

- #13/26-27** To consider [Standing Orders](#) (which includes the press policy) and [Financial Regulations](#) (there has been no change)
- #14/26-27** Review [Asset Register as of 31.03.2026](#)
- #15/26-27** To consider insurance quotes and the cover provided
- #16/26-27** To consider subscriptions
- Community First Oxfordshire
  - Information Commissioner's Office
  - Oxfordshire Association of Local Councils
  - Oxfordshire Playing Fields Association
  - SAGE
  - Society of Local Council Clerks (Clerk and Assistant Clerk)
- #17/26-27** To consider the [Complaints Procedure](#) (note: this will be on a forthcoming agenda for update)
- #18/26-27** To confirm delegation of the bank mandates to the Finance Committee
- #19/26-27** **Risk Assessment:** To confirm the [Risk Assessment](#) as of 31.3.2026
- #20/26-27** To consider the following information and data protection policies (with no changes)
- [Data audit](#)
  - [Privacy notices](#)
  - [Data breach procedure and form](#)
  - [Subject access request](#)
  - [Retention and disposal policy](#)
  - [Publication scheme](#)
  - [IT policy](#)
  - [Website accessibility statement](#)
  - [Information and data protection policy](#)
- #21/25-26** To note that the Council holds the General Power of Competence
- #22/26-27** To confirm meeting dates for 2026-2027
- #23/26-27** **Lock Up/The Repair Shop:** To consider contacting The Repair Shop regarding restoration of the stocks within the Lock Up



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- #24/26-27**    **Items of information without decision**
  - a. **Correspondence:** To note any correspondence received
- #25/26-27**    **DATE OF NEXT MEETING:** Monday 1<sup>st</sup> June 2026, 19:30, The Merry Bells Hall
- #26/26-27**    **Confidential item:** To resolve to exclude members of the public from the following agenda item due to its confidential nature
- #27/26-27**    **Auto-enrollment pension contribution for 2026/2027:** To consider the information provided