



WATERPERRY with THOMLEY PARISH COUNCIL

Thursday 20th February 2025

To Members of the Council: you are summoned to attend a meeting of Waterperry with Thomley Parish Council to be held in the classroom at Waterperry Gardens on

Thursday 20th February 2025 at 7.00pm

ALL MEMBERS OF THE PUBLIC ARE VERY WELCOME AT THIS MEETING

Contact: Lawrence Wootten – Clerk/RFO – Hove Cottage, 7 Waterperry

Email: mail@waterperry.org Tel: 07808 761710

WEBSITE: www.waterperry.org

A G E N D A

1) WELCOME AND APOLOGIES FOR ABSENCE

2) DECLARATIONS OF INTEREST, GIFTS AND HOSPITALITY

3) PUBLIC OPEN SESSION – A period of up to 5 minutes per topic will be allowed for members of the public, who are electors or residents in the parish of Waterperry with Thomley, to address the council primarily in respect of items on the agenda of this Parish Council meeting, but also to raise items of wider public interest.

4) REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

- a) To receive the report from the District Councillor for Forest Hill & Holton Ward
- b) To receive the report from the County Councillor for Wheatley Division

5) MINUTES FROM THE MEETING HELD ON 9th January 2025

- a) To approve the minutes as a correct record and the Chairman sign them
- b) Update on progress from the Minutes – the Clerk / Chairman to report on progress of outstanding items which do not require further decisions

6) FINANCE AND ADMINISTRATION

- a) Financial Report and Bank Reconciliation – to receive the report and bank reconciliation
- b) To approve an update budget – incorporating Village News payments and receipts
- c) Invoices for Payment – to approve invoices for payment itemised on the payment schedule
- d) To adopt a policy on use of the Council's Unity Trust Corporate Multipay Card
- e) To adopt a Complaints Policy
- f) To adopt a Complaints Procedure
- g) To adopt a Reserves Policy
- h) To adopt a Grant Awarding Policy
- i) To adopt a Planning Pre-application Protocol
- j) To review Standing Orders
- k) To review the Financial Risk Assessment
- l) To review Financial Regulations
- m) To agree dates for Annual Meeting of the Parish Council and Annual Parish Meeting
- n) To approve renewing Council's membership of the Oxfordshire Association of Local Councils
- o) To approve renewing the Clerk's membership of the Society of Local Council Clerks
- p) To approve Clerk's salary for the 2025/26 tax year
- q) To appoint the Internal Auditor for the 2024/25 AGAR
- r) To approve setting up .gov.uk email addresses linked to the Council's new .gov.uk domain
- s) To approve the Council Chairman signing the letter from Bekley & Stowood Parish Council to the Minister of State for Local Government and English Devolution regarding the possible expansion of the boundaries of Oxford City Council as a result of the creation of unitary local authorities in Oxfordshire.

- 7) **PLANNING** - to consider all recent applications received from South Oxfordshire District Council detailed below and any other applications submitted between the circulation of this agenda and the meeting:

- **P25/S0402/LB** - for development work at the following location: 28 Waterperry House, Waterperry OX33 1LB.

The application can be viewed on SODC's planning portal by clicking [this link](#)

8) **PARISH PROJECTS**

- a) Recreation Ground Land Registration – to receive an update
- b) Recreation Ground and Verge Mowing – to appoint the contractor for 2025/26
- c) Village verges – to receive an update
- d) Parish Noticeboard – to receive and update on the status of Planning Permission
- e) To consider the proposal that the Parish Council subscribe to 'Caring for God's Acre' charity as a way of preserving and improving biodiversity in the burial ground.
- f) To agree a budget for planting up the trough donated by Rectory Farm to be sited at the entrance of the village, in front of the gates – to include the purchase of suitable growing media & mixed planting to attract pollinators and provide seasonal interest.
- g) To apply for a National Lottery grant for the renovation of the old village notice board, to include the costs of applying for planning permission to re-site the board, restoration/replacing of shingle tiles and design artwork for signage for heritage trail.
- h) To agree to hold a competition for children in the village and approve funding for prizes (eg bug hotels or bird boxes) for the best suggestions of ways to increase biodiversity in the parish.
- i) To re-establish contact with the Community Tree & Woodland Opportunity Team to investigate future planting projects, for example one or more small native trees or hedgerow planting on the recreation ground.

9) **COUNCILLOR AND CLERK TRAINING –**

- i) to consider and OALC training courses currently offered and approve councillor and/or clerk attendance
- ii) to receive update on training received

10) **CORRESPONDENCE –** To note correspondence received not otherwise on the agenda where decisions are not required

11) **ITEMS FOR INFORMATION OR NEXT AGENDA**

- a) New subjects raised will be tabled for the agenda of the next meeting

12) **DATE OF NEXT MEETING TO BE AGREED**

LAWRENCE WOOTTEN

PARISH CLERK

15TH FEBRUARY 2025