



WESTERN VALLEY
Parish Council

Notice of a Council Meeting of Western Valley Parish Council

Thursday 09th July 2026 at 19:30, The District Centre, 1 Gentian Mews, OX11 6GR

All Councillors are summoned to a Meeting of Western Valley Parish Council.

Members of the public and press are invited to attend all council meetings.

(Public Bodies (Admission to Meetings) Act 1960)

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.

AGENDA

1. To receive apologies for absence. [LGA 1972 s85(1)]

2. Declarations of Interests [LA 2011 s31]

2.1. 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)

2.2. To consider requests for Dispensations [LA 2011 s33]

3. To approve the minutes of previous council meetings [LA 1972 Sch 12. Para 41(1)]

3.1. Meeting held on 14th May 2026

3.2. Matters arising from the minutes not elsewhere on the agenda.

4. To Receive Minutes of Committees

4.1. Staffing Committee

- 10th July 2025
- 06th July 2025

5. Vacant Seats [Representation of the People Act 1985 s21]

5.1. To note the council has 1 vacant seat and receive and consider applications from candidates.

Candidates to be invited to make verbal representations, Cllrs will have the opportunity to ask candidates a few questions before proceeding to vote. Note: If a candidate is unable to attend the meeting, the application can still be considered and voting will be based on the application only.

5.2. To approve co-opting a member to fill the vacant seat.

5.3. To receive declarations of acceptance of office from newly co-opted councillors.

To be countersigned by the Clerk, at which point the new councillor(s) may join the meeting



6. Planning Matters – to approve response to the request to consult on applications.

- 6.1. P26/V1626/RM - Land at Valley Park (RM2, Phase 2a) Didcot

Reserved matters application for (layout, scale, appearance and landscaping) in relation to the development of infrastructure at Valley Park (RM2, Phase 2a), comprising spine road with associated infrastructure and works

7. Clerks Report

Appendix A

Action List

- 7.1. To review the Action List
- 7.2. To consider insurance quotes, and approve insurance cover for the year head, the confirmation of arrangements for insurance cover in respect of all insurable risks, as deferred at the May 2026 meeting.
- 7.3. To consider quotes for parish entrance signs, and approve design and purchase, subject to confirmation from OCC Highways and Taylor Wimpey they can be installed.
- 7.4. To consider quotes for Regalia and badges, approve design and purchase.
- 7.5. To consider whether to make a standalone community governance change request to Vale of White Horse DC.
- 7.6. To approve costings for quarterly parish newsletter, agree name and format, and delegate to the Clerk to edit.

8. To approve New or Updated Governing Documents

- 8.1. Updating to the ICO Model Publication Scheme **Appendix B**
- 8.2. (New) Biodiversity Policy **Appendix C**
- 8.3. Statement and Effectiveness of Internal Controls **Appendix D**
- 8.4. Effectiveness of Internal Audit **Appendix E**
- 8.5. Expenses Policy **Appendix F**
- 8.6. Financial Risk Assessment and Management **Appendix G**
- 8.7. Grants Policy **Appendix H**
- 8.8. Investments Strategy and Reserve Policy **Appendix I**

9. To appoint additional members to the Working Groups and Committees

- 9.1. Neighbourhood Plan Committee
- 9.2. Bollards Working Group

10. Finance 2026-2027

Appendix J

- 10.1. To approve finalised payments list for May and June, and approve payment list for July 2026
- 10.2. To note receipts for May and June 2026
- 10.3. To note the reconciled bank balances, up to 31st May and 30th June 2026.
- 10.4. To approve salaries and hours for the year ahead – on recommendation of Staffing Committee, and back dated to 1st April 2026.



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11. To consider upcoming training courses and approve attendance & budget

Appendix O

12. To receive Items of Correspondence and agree actions arising.

None.

13. Matters for future discussion.

14. To agree list of items from this meeting to be submitted to any local publication or our Facebook Page as a Parish Council Update.

15. Confirm the date and time of the next Council Meeting –10th September 2026.

In accordance with standing order 9b, proposals of motions should be submitted to the Clerk no later than 02nd July 2026.