

MARCHAM PARISH COUNCIL

To: All Members of the Council

You are hereby summoned to attend the annual meeting of the Parish Council to be held on Monday 11th May, 2026 at 7.30 p.m. in the village hall, Barrow Close, for the transaction of the business stated below.



Mrs. L.A. Martin
Clerk of the Council
(Tel: 07438145787)

Orchard House,
90 Howard Cornish Rd.,
Marcham,
Abingdon,
Oxon. OX13 6PU

A G E N D A

1. Election of Chairman
2. Declaration of Acceptance of Office of Chairman
3. Apologies for Absence
4. Declarations of Interest
 - a) To receive declarations of interest from councillors on items on the agenda under consideration at this meeting.
 - b) To receive written requests for dispensations for disclosable pecuniary interests (if any)
 - c) To grant any requests for dispensation as appropriate
5. Election of Vice-Chairman
6. Minutes of the last meeting held on 13th April 2026

To approve the minutes of the last meeting held on 13th April 2026 as a correct record of the meeting.
7. Matters arising from the meeting held on 13th April 2026

Cemetery/Churchyard Memorial Testing
To note that a quotation from Oxford Direct Services was eventually received and they were instructed to undertake the testing. A date is being set, but likely to be in June to allow adequate time for advanced public notice.

Path Trees to Harding Way
Partial work has been completed.
8. Public Participation

An opportunity for the public to bring parish matters to the attention of the Council.

9. Planning Applications
 - a) Decisions on previous applications
 - b) Applications dealt with prior to the meeting
None received
 - c) Applications for consideration at the meeting
None received
10. Vale of White Horse District Council – s. 106 funding
 - a) To receive a report as to the s. 106 funding still available from Marcham developments.
 - b) To note the art funds received from Vale of White Horse District Council for bench seats and noticeboard amounted to £19889. Costs are likely to be £22903.69, owing to additional bases and resin costs. To consider an application to the District Council for the balance of £3014.69.
11. District Councillor’s Report – Cllr. Robert Clegg
To receive a report on District Council matters.
12. County Councillor’s Report – Cllr. James Plumb
13. Oxfordshire County Council - Grants
To note that expressions of interest for funding have been lodged with the County Council in regards to Smoke Free Oxfordshire, and Flood Prevention.
To note and consider the responses from the County Council.
14. Footpaths - resurfacing
To receive update report.
15. Litter Bin / Grass Cutting monitoring
 - a) To receive a report.
 - b) To consider the need for further litter bins.
16. Community Facilities
 - a) To receive update reports on the bench seats.
 - b) Revaluation of building / muga for insurance purposes
To receive update report.
17. Annual Parish Meeting
To finalise arrangements for the Annual Parish Meeting on 14th May.
18. Accounts
 - a) To note the accounts and other information are currently with the internal auditor.
The internal audit report will be available for the June meeting.
 - b) To approve accounts for payment as per list circulated to members
 - c) To consider signatories to the accounts.
 - d) To confirm signatories to the agency agreement for highway verge cutting.

19. Appointments

Past appointments are listed below. To consider the requirement for these groups, and the reappointment of members.

- (i) Appointment of Planning Working Group (2)
- (ii) Appointment of Representative to attend the meeting of the Oxfordshire Association of Local Councils (1)
- (iii) Appointment of Representatives to the Churchyard Working Party (2)
- (iv) Appointment of MAD News Correspondent (1)
- (v) Appointment of members to a working party to “review the effectiveness of internal audit”. (2)
- (vi) Appointment of members to parishioner of the year working party (2).
- (vii) Appointment of members to a s. 106 / hall working party to consider planning obligation and funding available for village projects, to include review of community facilities/management of hall leases, and related issues. (3)
- (viii) Nomination by the Parish Council of an MCG Trustee to hold office for one year.
- (ix) Appointment of members to a play area working party to consider children’s play provision and youth shelter.
- (x) Appointment of members to an allotment working party to consider the management of the allotment sites.
- (xi) Appointment of members to a “green” working party to consider footpaths, environment and climate change.
- (xii) To consider membership of the staff committee.
- (xiii) To consider the setting up of a cemetery working party to plan for a future burial area.
- (xiv) To consider a working group to review the policy and application form for when the Council awards grants under its general spending power, and other

20. To review and adopt data protection policy

21. a) To review standing orders and investment policy

b) To review financial regulations.

22. To review the Council’s complaints procedure

23. To review grants policy

24. To note and review land and assets of the Council

25. To consider and adopt an IT policy.

26. To consider representation of Council at other outside meetings, and arrangements for reporting back.

27. To review subscriptions to other bodies

28. To confirm insurance cover in respect of all insurable risks.

29. Matters raised by members for information

30. Items for MAD News

31. Exclusion of Public (if required)

To move that in accordance with s. 1(2) Public Bodies (Admissions to Meetings) Act 1960 that the public be excluded from the meeting during consideration of the following item on the grounds that publicity would be prejudicial to the public’s

interest by reason of the confidential nature of the business to be transacted

32. Date of Next Meeting: The next meeting is scheduled to take place on Monday 8th June, 2026 in the village hall, Barrow Close.