

SHRIVENHAM PARISH COUNCIL (SPC)

6th May 2026 at 7pm

Memorial Hall, Highworth Road, SN6 8BL

Dear Councillor

You are summoned to attend the monthly meeting of Shrivenham Parish Council to be held in the Vic Day Hall on **Wednesday 6th May 2026 at 7pm.**

Yours sincerely,

Liza Whitney
Clerk

30th April 2026

AGENDA

1. To appoint the Chairman of the Council
2. Chair to sign the Declaration of Acceptance
3. To appoint the Vice-Chair of the Council
4. Vice-Chair to sign the Declaration of Acceptance
5. To receive apologies for absence
6. To receive Declarations of Interest & requests for dispensations.
7. To appoint members of the Organisation and Finance working group (5 members)
8. To approve Terms of Reference for Personnel Committee (stating 5 members)
9. To appoint members of the Personnel Committee (5 members)
10. To appoint members of the Planning Committee (5 members)
11. To appoint Chairman of the Council as member with special responsibility for Finance
12. To appoint a member with special responsibility for Environment
13. To appoint a member with special responsibility for Public Transport
14. To confirm that Samantha Norridge will continue to act as Defibrillator Guardian
15. To appoint a member to take responsibility for Emergency Planning
16. To appoint a member with special responsibility for School Liaison
17. To appoint a member with special responsibility for Speedwatch
18. To appoint a member with special responsibility for Allotments
19. To appoint a member with special responsibility for Social Media
20. To review insurance quote for 2026/27 (if available)

21. To agree Council meeting dates 2026/26
22. To consider that the Parish Assembly takes place on Wednesday 12 May 2027
23. To review Standing Orders
24. To approve Privacy Policy (attached)
25. To approve Retention Policy (attached)
26. To approve Publication Scheme (attached)

27. To approve the minutes of the Parish Council meeting held on 1st April 2026.
28. Public Speaking and Question Time

This period is designated for public speaking in accordance with Standing Order 3 (f). Members of the public are welcome to speak on any business for up to 3 minutes. Questions will be restricted to a maximum of 3 per person, per meeting.
29. To receive the County Councillor's Report.
30. To receive the District Councillors' Report.
31. To consider the Cricket Club applying for S106 monies
32. To propose having a clothes bin by British Heart Foundation to be put in Martens Road car park
33. To consider approving the nomination of Cllr Winfield for membership of the Oxfordshire Association of Local Councils executive committee (see attached form)
34. Financial Matters
 - To receive the financial reports for March
 - To receive the list of payments for April
 - To approve expenditure which is either unplanned or unbudgeted
 - To agree Earmarked Reserves transfers.
35. Agenda items for next meeting
36. Date of next meeting: Wednesday 3 June 2026