

SHRIVENHAM PARISH COUNCIL (SPC)

The Memorial Hall, Highworth Road, Shrivenham, SN6 8BL

Telephone: 01793 782 925 www.shrivenham.org

Clerk: Liza Whitney

Minutes of Extraordinary Shrivenham Parish Council (SPC) meeting held on Tuesday 24th June 2026 at 10:00 am In the Chestnut room at the Memorial Hall

Cllrs. Present: Bob Sheldon (Chair) Simon Howell
 Claire Winfield Gerard Pearson
 Julia Jones Richard Bartle

In attendance: Liza Whitney (Parish Clerk)
 Lyn Frape (Finance Officer & Deputy Clerk)
 Mia Paterson-Hammond (Administration & Hall Officer)
 2 members of the public (MOP)

Recording of Meeting:

It was noted that the meeting was being recorded via audio (by SPC) and video live stream (by Cllr. Winfield, onto her personal Facebook page)

26/177 Apologies for Absence:

Cllrs. Watson, Woodhouse, Page, Ware, Brown

26/178 Declarations of Interest:

None

26/179 Public representation:

MOP asked about the Parish website and when it will go live. MOP stated it has taken longer than expected. Cllr. Howell stated the reason for website not passing Assertion 10 was sent round to all Councillors. Clerk stated deadline for website is March 2027.

26/180 Chairman's announcements

Chair Cllr. Sheldon stated the purpose of the AGAR is to ensure the accounts are properly done and the payments taken place have been adequately and correctly approved.

26/181 To consider Cllr. Winfield's document

Cllr. Winfield distributed a document regarding certain assertions on the AGAR, noting that it said some should have been crossed as 'No'. Cllr. Winfield stated she was awaiting responses from other Councillors. Cllr. Sheldon asked Members if anyone wanted to respond. It was RESOLVED that no Member had a response on this matter.

26/182 To consider and Approve Section 1 (Annual Governance Statement) of the Annual Governance and Accountability Return (AGAR) Form 3 for the year ended 31st March 2026:

Chair Cllr. Sheldon read out all Assertions to Council. Cllr. Winfield PROPOSED a motion to vote on all 10 Assertions separately. Cllr. Howell stated in terms of signing the document Annual Governance Statement it is important to reflect on the Internal Auditor's report and comments, in support of the Annual Governance statement as laid out to Council.

Cllr. Howell PROPOSED to APPROVE Section 1 (Annual Governance Statement) of the Annual

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Governance and Accountability Return (AGAR) Form 3 for the year ended 31st March 2026, Cllr. Bartle SECONDED this and it was RESOLVED. Cllr. Winfield voted AGAINST this proposal to approve this proposal.

26/183 To consider and Approve Section 2 (Accounting statements) of the Annual Governance and Accountability Return (AGAR) Form 3 for the year ended 31st March 2026:

Cllr. Winfield noted any concerns she had with the accounting statement were not in any way related to the financial accounting of the Council.

Cllr. Sheldon PROPOSED to APPROVE Section 2 (Accounting statements) of the Annual Governance and Accountability Return (AGAR) Form 3 for the year ended 31st March 2026, Cllr. Bartle SECONDED this, and it was RESOLVED.

26/184 To adopt SPC's IT Policy:

Cllr. Howell stated he was happy to approve this as an *interim* policy in preparation for the for the amended wording regarding the use of Member using their personal email accounts as opposed to Members using Council owned email addresses. Cllr. Bartle noted that all SPC email addresses must change to **.gov.uk** suffixes as soon as possible. **Action: Clerk to arrange this.**

Cllr. Winfield noted a Councillor was only using their personal email account for Council matters and Chair Cllr. Sheldon reassured Cllr. Winfield that he will rectify this.

Cllr. Bartle PROPOSED to APPROVE SPC's IT Policy, Cllr. Pearson SECONDED this and it was RESOLVED.

26/185 Planning: Reference P25/V2394/O:

Cllr. Howell stated that a communication regarding the Shrivenham Park Golf Course housing application should be prepared by the Planning Inquiry scheduled for 22 September 2026. The intention is to notify all involved parties, sharing the information widely and encourage strong public participation. To "create as much noise as possible" through formal channels. Cllr.

Howell to prepare a submission draft and present at next full council meeting in July.

26/186 Cllr. Sheldon Proposed to add an additional Agenda item to consider the Publication of Rights also known as the Notice of Publication for Shrivenham Parish Council's (SPC's) 2025/26 AGAR:

Starting date for the Publication of Rights is the **26th June 2026**. **25th June 2026** is the date to give notice.

Cllr. Sheldon PROPOSED to support this time period for the Publication of Rights, Cllr. Winfield SECONDED this and it was RESOLVED. Cllr. Howell ABSTAINED.

26/187 Agenda Items for next meeting:

Cllr. Winfield noted that as Cllr. Page has stated he will only be attending Full Council meetings; Cllr. Winfield would like the Council to ask Cllr. Page to step down from the Personnel Committee.

26/188 Date of next meeting: Wednesday 1st July 2026

Meeting closed at 10:27 am