

Great Oxendon Parish Council

All Councillors are hereby summoned to attend the Annual Parish and Annual General Meeting of Great Oxendon Parish Council to be held at the Village Hall, Main Street, Great Oxendon on Monday 11th May 2026 at 7.30pm

Members of the public and press are invited to attend and to participate in the Open Forum

AGENDA

ANNUAL PARISH MEETING 7:30pm

1. Welcome and Apologies
2. Councillor Introduction
3. Open Forum
4. Close Meeting

ANNUAL GENERAL MEETING – immediately following Annual Parish Meeting

5. Election of Chair
6. Election of Vice-Chair
7. To receive Councillors' Declarations of Acceptance of Office Form and any not received, determine when shall be received noting any absences
8. To receive and approve apologies for absence.
9. To receive any Declarations of Personal and Prejudicial Interests under the Council's Code of Conduct related to business on the agenda. *(Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business)*
10. To receive and approve for signature the Minutes of the meeting held on the 13th of April 2026
11. Open Forum *(Members of the public are invited to address the Council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting)*
12. **Policies**
 - i. Standing Orders – Review and re-adopt
13. **Insurance Renewal 2026/27** – Quote received from Zurich £363.00 – same cover and cost as 2025/26
14. **Annual Review of Councillor Responsibilities**
 - Planning
 - Highways
 - Public Rights of Way
 - Police & Community Safety
 - Environment
 - Community Engagement and Communication
 - Lighting
 - Flag

15. Finance:

i. Audit 2025/26

- Receive the Internal Auditors Report and note any actions.
- Resolution and signature to approve Section 1 Annual Governance Statement 2025/26
- Resolution and signature to approve Section 2 Accounting Statements 2025/26
- Resolution and signature to approve Certificate of Exemption

ii. Resolution to approve the monthly payments

Date of Meeting: 11th May 2026					
Payments to be Approved not yet Paid					
DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
01/05/2026	Mrs Sarah Smith	Parish Clerk Salary - May'26	380.29	0.00	380.29
06/04/2026	Zurich	Annual Insurance 2026-27 (Inv 554848846)	363.00	0.00	363.00
02/04/2026	Eon	Streetlight Maintenance Jan-Mar'26	26.00	5.20	31.20
Payments to be Approved - Paid via Direct Debit					
DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
11/04/2026	BT Group PLC	Telephone and Broadband - Mar'26	37.62	7.52	45.14
02/04/2026	ICO	ZA048894 - Annual ICO Fee	47.00	0.00	47.00
30/04/2026	Unity Trust Bank	Service Charge	7.00	0.00	7.00

iii. Resolution of any additional payments not listed above.

iv. Receive the accounts to 30th April 2026:

- i. Receipts
- ii. Expenditure
- iii. Bank Reconciliation
- iv. Statement of Reserves
- v. Spend v Budget v Forecast
- vi. Copy of Payments to be Approved.
- vii. Bank Statements

16. Planning and Licensing Consultations:

Planning - None

Consultations/Engagement Activities - None

For all West Northamptonshire Consultation details please visit - <https://westnorthants.citizenspace.com>

17. To receive an update from Councillors with regards to areas of responsibility:

i. Planning – Cllr Hogarth

- Emergency Plan Policy Update
- Wormslade Anaerobic Digester

- Other Planning matters
 - ii. **Highways** – Cllr Binns/Cllr Lindsay-Smith/Cllr Steedman
 - Speed Sign
 - Wheelie Bins
 - Other Highways Issues
 - iii. **Public Rights of Way** – Cllr Lindsay-Smith
 - Rights of Way
 - Griffin Trail
 - iv. **Police & Community Safety** – Cllr Barker
 - Monthly Crime Figures
 - v. **Environment** – Cllr Barker
 - Grass Mowing
 - General Village Maintenance
 - vi. **Community Engagement and Communication** – Cllr Patel-Brown
 - vii. **Lighting** - Cllr Patel-Brown
 - viii. **Audit and Compliance**
18. **Urgent Matters** for report only (Notified to the Chairman before the meeting)
19. **Date and Time of Next Meeting** – Reminder – The next meeting will be held on **Monday 8th June 2026** at 7:30pm at the Village Hall, Great Oxendon.

For Note - Dates of Future Meetings

Mon Jun 8th 2026
Mon Jul 13th 2026

20. Close of Meeting



Mrs Sarah Smith, Parish Clerk
Great Oxendon Parish Council
Email: clerk@greatoxendonparishcouncil.gov.uk
Web: <https://greatoxendonparishcouncil.gov.uk/>

01/05/26