**MEETING OF WARBOROUGH PARISH COUNCIL**

 **The Greet Memorial Hall, Thame Road, Warborough**

You are hereby summoned to attend the meeting of **Warborough Parish Council** to be held in the Greet Memorial Hall on **Wednesday 10th January 2024 - 7.30pm** for transacting the following business.

Bryony Ringsell, Clerk to the Council –4th January 2024

It is Warborough Parish Council’s policy to encourage public participation at meetings. If any person wishes to make representation to the Council on ANY AGENDA ITEM, (limited to three minutes per item) please email details of your concern to the clerk by midday on Monday 8th January 2024

Representations from the public on matters NOT ON THE AGENDA will be restricted in line with Standing Orders, to a total of 15 minutes with individuals restricted to 3 minutes speaking time.

2024/001 To accept apologies and reasons for absence

2024/002 Declarations of interest (existence & nature) with regards to items on the agenda

2024/003 To confirm the minutes of the Parish Council Meeting held on 6th December 2023

2024/004 Actions arising from last meeting

2024/005 District Councillors Report

2024/006 County Councillors Report

2024/007 Representation from the Public for items **not** on the Agenda (limited to 15 minutes)

2024/008 Planning

 P23/S4289/HH - Little Blenheim Cottage 9 The Green North

 P23/S4264/LDP – Benson Weir, Wallingford

 P23/S4082/0 - Land north of New Road Shillingford

2024/009 Councillor Roles and Responsibilities

2024/010 Neighbourhood Plan Update

2024/011 PC support for village shop premises.

2024/012 Working Group Reports

 *Infrastructure*

 *Infrastructure Other*

 *Environment*

*Recreation & The Green*

*Greet Hall*

*Events*

2024/013 RFO Report

 *Payments to approve as below*

 *Microsoft 365 Licences*

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| --- | --- | --- |
| **Supplier** | **Description of Goods** | **Value** |
| *Bryony Ringsell* | *Clerks Salary*  | *xxx* |
| *C.N. Building Limited* | *Pavilion Renovation*  | *£31,800* |
| *Shield Maintenance*  | *Dog Poo Bin emptying* | *£93.60* |
| *Bluestone Planning* | *Neighbourhood Plan*  | *£2160.00* |
| *Carol Vaisey* | *Greet Hall – Cleaning*  | *£200.00* |
| *Heritage Tree Service* | *Tree Maintenance*  | *£2385.00* |
| *Pension Contributions* | *Contributions for B Ringsell*  | *xxxx* |
| *Sylva Consultancy* | *Tree Maintenance*  | *£432.00* |
| *Chip Hosting*  | *Microsoft 365 Licences*  | *£104.39* |
| *Prime Construction Consultants* | *Building Controls – Pavilion*  | *£480.00* |
| *Patricia Nickson* | *Reimbursement – floor cleaner/booking clerk expenses*  | *£10.98/£50.00* |
| *Groundworks* | *Grant Underspend repayment* | *£158.87* |
| *Community First Oxfordshire* | *Neighbourhood Plan* | *£1484.40* |

2024/014 Correspondence for further discussion if not covered under other Agenda items

2024/015 Matters for report and inclusion on the next agenda

**The next meeting will be held on Wednesday 7th February 2024**

**Bryony Ringsell – Parish Clerk**