HINTON WALDRIST PARISH COUNCIL
E-mail: parishclerk@hintonwaldrist-pc.gov.uk

Minutes of Hinton Waldrist Parish Council Meeting held in the Village Hall on the 14th July 2026 at 7pm

Present: Councillors Martin Taylor (MT/Chair), Justin Davenport (JD/Vice Chair), Andrew Bloomfield (AB), Melvyn Smith (MS), Stephanie Stott (SS), Linda Mace (LM), Andrew Kim (AK)

In Attendance: Joanne Broughton (Clerk)

26/20: Apologies for absence: None.

26/21: Declarations of Interest: The Vice Chair declared an interest in the allotments.

26/22: Co-option of new Councillor: Andrew Kim was co-opted onto the parish council.

26/23: Public questions and statements: No members of the public were present.

26/24: Minutes of the last meeting: The minutes of the meeting of the 5th May 2026 were agreed and signed as a true record.

26/25: Reports from County and District Councillors:

Vale of White Horse District Council (VoWHDC)

No report received.

Oxfordshire County Council (OCC)

County Councillor Lee Evans provided a report.

26/26: Budget against actual from 1/4/25 to 31/3/26: The Council agreed the budget against actual for 2025/2026.

26/27 Bank Reconciliation 2025/2026: The Council considered the year end bank reconciliation for 2025/2026.

26/28 Variances: The Council agreed the variances for the 2025/2026 audit.

26/29 Internal Auditor's Report 2025/2026: The Council considered the Internal Auditor's Report for 2025/2026 and the following recommendations:

- Training – The Clerk continues to encourage training and will have this as a regular agenda item. Clerk to draft a training policy to be considered at the next meeting. **Action: Clerk**.
- IT – Clerk to draft an IT policy to be considered at the next meeting. **Action: Clerk.**
- Debit card – The council resolved to obtain a debit card for the Clerk's use. **Action: Clerk.**
- Mobile – The council agreed for the Clerk to reinstate use of a mobile phone and the Clerk will obtain a sim card from Smarty once the debit card is received. **Action: Clerk.**
- Reserves - The Council will look at increasing the reserves as part of the budget/precept process.
- Grants – Clerk to draft a grants policy to be considered at the next meeting. **Action: Clerk.**

26/30 Certificate of Exemption 2025/2026: The Council resolved to certify itself as exempt from an external audit as the gross income or expenditure did not exceed £25,000. The Chairman and Clerk signed the Certificate of Exemption for 2025/2026.

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26/31 Annual Internal Audit Report 2025/2026: The Council noted the 2025/2026 Annual Internal Auditor Report.

26/32 Annual Governance Statement 2025/2026: The Council agreed the statements and the Chairman and Clerk signed the 2025/2026 Annual Governance Statement.

26/33 Annual Accounting Statements 2025/2026: The Council agreed the 2025/2026 Accounting Statements which the clerk had signed prior to the meeting. The Chairman signed this.

26/34 Notice of Elector's Rights: The Council confirmed the dates of posting for the Notice of Elector's Rights as follows:

Date of announcement: Wednesday 15th July 2026
Commencement: Thursday 16th July 2026
End: Wednesday 26th August 2026

26/35 Allotments: The Chair gave an update following correspondence with Savills. HWPC discussed ideas for the future use of land adjoining the allotments if HWPC were to take on the lease. A resident has expressed an interest in using it for grazing purposes. Cllrs put forward ideas for using the land as a rewilding space and for communal village activities.
It was agreed to hold a village meeting to discuss the ideas proposed.
Chair to re-draw the plan for Savills and speak to allotment holders. **Action: MT.**

26/36 Actions: The Council reviewed the actions from previous meetings, not otherwise on the agenda.

- The Chair provided information on Local Neighbourhood Plans and the council resolved not to pursue this at present.

26/37: Finance:

a. Payments and receipts:

Payments authorised

Date	**Payee**	**Amount**	**Item**
14/07/26	HW Village Hall	£20.00	Room hire
12/05/26	WEL Medical	£365.88	Defibrillator battery and pads - **PAID**
12/05/26	Didcot Plant Ltd	£30.00	Hire of road closure signs - **PAID**
06/07/26	Joanne Broughton	£1,825.99	Clerk's salary backdated 6.5 months - **PAID**
06/07/26	Joanne Broughton	£101.64	Clerk's expenses backdated - **PAID**
14/07/26	Joanne Broughton	£297.83	Clerk's salary July
14/07/26	Joanne Broughton	£50.11	Clerk's expenses – First Aid course for Linda Mace, home allowance, mileage
14/07/26	Jane Olds	£285.00	Internal audit
14/03/26	Jugglers Etc Ltd	£385.00	Entertainer for Big Lunch - **PAID**
13/05/26	OALC	£228.00	Annual membership fee - **PAID**

No receipts since the last meeting.

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a. **Bank Reconciliation:** The Council agreed the bank reconciliation of 30/6/26.

26/38 Training: The Clerk advised new councillors to attend the OALC online Councillor Fundamentals course in October. Clerk to send OALC login details to LM. **Action: Clerk.**

26/39: Planning:

P26/V1258/LDP	**Notification of Certificate of Lawfulness of Proposed Use or Development** Formation of habitable room in roof space with velux rooflights. 1 Priors Lane. No comments sought from VoWH.
P26/V0675/HH Deadline 8th June	Two storey side extension. 1 Rose Cottages. No comment as deadline passed.

26/40: Publications and correspondence: The Council noted the correspondence since the last meeting and considered the following:

- OCC Winter Preparedness 26/27 – Chair to check salt bins and advise Clerk. **Action: Chair.**
- OCC speed limit review consultation of rural A and B class roads – No action.
- Complaint from resident regarding overhanging trees from allotments – Chair to request that Savills cut these back. **Action: Chair.**
- South and Vale boundary changes consultation – No action.
- OCC Quiet Lanes programme – No action.

26/41: Matters for report: None.

26/42: Date of the next meeting: The date of the next meeting was confirmed as Tuesday 15th September.

The meeting closed at 8.20pm.

Signed..... Dated.....

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