

ARDINGTON AND LOCKINGE PARISH COUNCIL

To *Members of the Council*: you are summoned to attend the **Ardington and Lockinge Annual Parish Council Meeting** on **Tuesday 6th May 2025** at 8pm, in the Loyd Lindsay Rooms, High Street, Ardington, Wantage, OX12 8PS. The meeting will be preceded by the **Annual Parish Meeting** which starts at **7:30pm**

Members of the Public: you are invited to attend both meetings.

AGENDA

7:30pm: Annual Parish Meeting

1. **Welcome & Apologies**
2. **Minutes** – to approve the minutes of the meeting held on 14th May 2024
3. **Chair's Annual Report**
4. **Presentation by Derek Stork of GARD**
5. **Close**

8pm: Annual Parish Council Meeting

1. **Appointment of James Vane-Tempest as Chairman** – to sign acceptance of office.
2. **Co-option of new Councillor** – to approve co-option of Stephen Rudgard as a new councillor for Lockinge.
3. **Apologies for absence** - to receive apologies
4. **Requests for Dispensations, Declarations of interest, gifts and hospitality** – to receive any requests for Dispensations, Declarations of Interest from Councillors relating to items on the agenda.
5. **Neighbourhood Plan** – update on progress from Gary Proudfoot
 - **Discussion on response to Neighbourhood Plan pre-submission draft** – required in writing by 12th May
6. **Public participation** – to receive questions from members of the public relating to items on the agenda.
7. **Reports** from a) County Councillor, b) District Councillor.
To note new Oxfordshire County Councillor to be elected on 1st May.
8. **Minutes** – to approve the Minutes of the meeting held on the 11th of March 2025
9. **Update on progress from the previous minutes** – the Clerk/Chairman will report on progress of outstanding items which do not require further decision.
10. **Governance** –
 - a. **To review and adopt the Standing Orders**
 - b. **To review and adopt the Financial Regulations** – revised for 2025
 - c. **Councillor responsible for internal financial control** – to consider and agree the appointment for 2025/26.
11. **Accounts and Internal Audit report for 2024/25** for discussion and approval of the following items:
 - a. **Annual Internal Audit Report 2024/25** – to review and accept the internal audit report.
 - b. **Annual Governance Statement 2024/25 – Section 1** – to review and sign.
 - c. **Accounting Statements 2024/25 – Section 2** - to review and sign
 - d. **Reserves** – to review reserves held at 31st March 2025
 - e. **Bank reconciliation** – to review and approve bank reconciliation to 31st March 2025.
 - f. **Precept** – to note receipt of first part of annual precept - **£ 9,309.50.**
 - g. **Annual Insurance Renewal** – to review and agree insurance cover and approve annual premium.

Distribution: Nicola Hancock, John Hedgecock, Derek Morrow, Jo Noble, James Vane-Tempest and Sir Hugh Roberts. 3 Noticeboards. By email: To be confirmed – County Councillor, Sarah James - District Councillor, Jenni Dimbylow - Chair of Governors, Hendreds School, Helen Ellery – Headteacher, St Amands School

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- h. **VAT Claim November 2024 to March 2025** – to note submission of VAT claim - **£466.81**
- i. **Bank account mandate**– to approve the addition of James Vane-Tempest to the bank account.
To approve the application for a Unity Trust charge card for the Clerk: charge is £3 per month
- j. **Approval of expenditure** –
 - Approval of quote QTE000342 from Simon Scott to paint c. 27 lamp posts and refurbish both East and West Lockinge noticeboards: **£1,100**
 - Estimate for work required to repair cable to street light in Church Street: based on £25 per hour for Jason Woodage’s time and £45 for Daniel Kerr’s time, 4 hours estimated - **£280**
- k. **Invoices for payment or payments made** – to approve payments already made since previous meeting and to consider invoices for payment.
- l. **To note bank account balance at 30th April: £16,083.52**

Payments					
Supplier/Invoice	Purpose	Net	VAT	Gross	Status
Unity Trust	Service charges	6.00		6.00	Paid by DD
Unity Trust	Service charges	6.00		6.00	Paid by DD
Bluestone Planning INV-1821	Neighbourhood Plan – Design Codes	4,046.00	809.20	4,855.20	Paid via BACS
Bluestone Planning INV-1822	Neighbourhood Plan – ad hoc support	1,021.10	204.22	1,225.32	Paid via BACS
HugoFox INV- 13528	A&L website	9.99	2.00	11.99	Paid by DD
HugoFox INV-	A&L website	9.99	2.00	11.99	Paid by DD
White Horse Horticulture	Grass cutting	475.00		475.00	Paid by BACS
Jane Olds JO290	Internal audit	210.00		210.00	Paid by BACS
Clerk	Clerk’s salary March			475.54	Paid by BACS
Clerk	Clerk’s salary April			475.54	
Receipts					
Precept	Half of annual precept			9,309.50	Received 3 rd April

13. Planning Applications – to consider all recent applications received from the Vale of White Horse District Council and public consultations –

14. Parish Matters

- a. Playground – update on progress with repairs (DM)
- b. Defibrillators and Street Lights – (DM)
- c. Highways Engagement – (DM)
- d. Thames Water – waste water charges based on rateable value not meter readings – issue raised by resident (JVT)

15. Choice of items from this meeting for inclusion on the website, in the monthly email (Trumpeter), on Facebook and WhatsApp

16. Dates of next meetings: Tuesday 1st July, Tuesday 2nd September, Tuesday 4th November

Jane Humphreys, Clerk 1st May 2025

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E-mail clerk@ardingtonandlockinge-pc.gov.uk

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