

Charlton-on-Otmoor Parish Council

You are summoned to attend the Annual Meeting of the Parish Council on Thursday 14th May 2026 at 7.30 pm in the Community Hall.

AGENDA

1. Election of the Chairman.
2. To receive and accept apologies for absence.
3. To Elect the Vice-Chairman
4. **Declarations of Acceptance of Office** - to acknowledge the declarations of acceptance of office received following the Uncontested Election and consider any dispensations for those Councillors not in attendance
5. **Requests for Dispensations, Declarations of Interest*, Gifts and Hospitality.**
Councillors are reminded to declare any interest in any item on this agenda in accordance with Charlton On Otmoor Parish Council's Code of Conduct.
6. **Public session:** *In accordance with Standing Order 3 e-g. Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed fifteen (15) minutes unless directed by the chairman of the meeting. Subject to standing order 3(f), a member of the public shall not speak for more than five (5) minutes.*
7. Co-Option of new councillor -
8. Cherwell District & Oxfordshire County Council updates/news
9. Approval of the minutes from the Parish Council Meeting on 16th April 2026.
10. Updates on progress from the meeting of 16th April 2026
 - a) Drains
11. **Finance;**
 - Approval of the Accounts 2025/2026
 - Internal Audit Report
 - External audit certificate of exemption -
 - External Audit - Annual Governance statement -
 - External Audit - Account statements -
 - Statement of accounts -
 - Electors' Rights - Date for viewing accounts - 3/6/26 - 14/07/26
 - a) Payments for approval - M J & J S Cross - Grass cutting - £540.00
 - b) Payments already paid: S Hatwell - Pay - May. Zurich - insurance - £806.87
12. Governance
13. Planning
14. Training
15. Burial Grounds.
16. Village Matters - VH
17. Environmental/climate change
18. Date of next meeting: 18th June 2026
19. Items for further discussion:

*Notes on declarations of interest.

Any member arriving after the start of the meeting is asked to declare pecuniary interests, as necessary, as soon as practicable after their arrival, even if the item in question has been considered. National rules about pecuniary interests are set out in chapter 7 of the Localism Act 2011 and in secondary legislation made under the Act, in particular The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.
