

MILCOMBE PARISH COUNCIL

TUESDAY 6 JANUARY 2026

Clerk & Responsible Financial Officer

Theresa Goss

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Middleton Cheney

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23 December 2025

Dear Councillor,

A meeting of the Parish Council will be held on **Tuesday 6 January 2026 at 8.00pm** at the Village Hall, Main Road, Milcombe to transact the business set out in the Agenda below and you are summoned to attend.

District Councillors Zoe McLernon, Eddie Reeves and David Rogers and County Councillor David Hingley are also invited to attend.

Members of the public are invited to attend the meeting, however please note that this will be for the purposes of viewing the meeting only and public participation will only be permitted during the Open Forum. The 3 minute public speaking rule, as per the Parish Council's Standing Orders, will apply.

T.Goss
Clerk to the Parish Council

A G E N D A

1. **Welcome** – To welcome the Councillors and the public to the meeting.
8:00pm – 8:05pm
2. **Apologies for absence** - To receive any apologies for absence from the meeting.
8:00pm – 8:05pm
3. **Declarations of Interest** - Members are asked to declare any interest and the nature of that interest, which they may have in any of the items under consideration at this meeting.

Advice on declarations of interest should be sought from the Clerk prior to the meeting, as advice cannot be given to Councillors at Parish Council meetings.
8:00pm – 8:05pm
4. **Minutes** - To approve the minutes of the meeting held on 4 November 2025. **(Attached)**
8:05pm – 8:10pm
5. **Matters Arising** - To discuss any issues arising from the minutes 4 November 2025.
8:10pm – 8:15pm
6. **Chairman's Announcements**
8:15pm – 8:20pm
7. **Open Forum** – Members of the public are invited to raise any items which concern the Parish.
(Maximum of ten minutes in total for this item)
8:20pm – 8:30pm

8. **Reports from County and District Councillors** - To receive reports from the Milcombe County Councillor and District Councillors.
8:30pm – 8:40pm
9. **Village Matters**
- i) Village Hall – To receive an update from Parish Councillor Nigel Davis, the Parish Council's representative on the Village Hall Committee.
 - ii) Play Area – To discuss any matters relating to the play area and receive an update on the project for the installation of CCTV.
- 8:40pm – 8:50pm**
10. **Planning**
- i) Planning Applications - To note the planning applications which have been considered by the Parish Council since the last meeting. **(To follow)**
 - ii) Results of Planning Applications - To note the results of planning applications determined by Cherwell District Council's Planning Committee. **(To follow)**
- 8:50pm – 9:00pm**
11. **Parish Council Matters**
- i) Vacancies – To consider any applications for co-option onto the Parish Council.
 - ii) Parish Council Elections – To note that Parish Council elections are being held on Thursday 7 May 2026.
 - iii) IT Policy – To consider adopting a new IT Policy. **(To follow)**
 - iv) Parish Council Web Site – To note the work to update the Parish Council web site.
- 9:00pm – 9:10pm**
12. **Finance**
- i) Financial Matters
 - To approve the accounts for payment; and
 - To note the income received since the last meeting, the uncashed receipts & uncashed payments and the bank reconciliation. **(Reports to follow)**
 - ii) Budget Monitoring – To note the budget monitoring report for 2025/2026. **(Report to follow)**
 - iii) Internal Audit 2025/2026 – To consider the interim internal audit report for 2025/2026. **(To follow)**
- 9:10pm – 9:15pm**
13. **Correspondence** - Items of correspondence will be circulated to members.
9:15pm – 9:20pm
14. **Meeting Dates** - Future meeting dates for Milcombe Parish Council are stated below. They will commence at 8.00pm at the Village Hall, Milcombe:
Tuesday 3 March 2026
Tuesday 5 May 2026 (Annual Parish Meeting)
9:20pm