

BIX AND ASSENDON PARISH COUNCIL
COUNCILLORS ARE SUMMONSED TO THE ANNUAL MEETING OF THE PARISH COUNCIL
7:30pm Bix VillageHall

Members of the public are cordially invited to attend

Denise Corney

1st May 2026

Clerk to the Council

Email: clerk@culham-pc.gov.uk

Agenda

1. **Election of Chair**
2. **Election of Vice-Chair**
3. **Apologies for absence**
4. **Member's declarations of personal and prejudicial interests**
5. **Public Participation – maximum 5 minutes for this meeting (annual village meeting to follow)**
6. **To Approve: Minutes of the annual meeting held on Monday 12th May 2025 and meeting held on 9th March 2026**
7. **Clerk's Report**
8. **Planning**

Householder Application P26/S1096/HH

Virginia Cottage Section Of B480 Through Middle Assendon Middle Assendon Henley-on-thames RG9 6AU

Garden Room providing Office/Gym, Shower/WC, Utility Area

Comments by 29th May 2026

9. **Finance**

- a. Bank reconciliation/balances
- b. AGAR – 2025-26 for approval and to note the internal Audit report and recommendations
- c. Approval of Insurance Renewal £
- d. Approval of Notice of Public Rights

Clerk's salary April and May including HMRC PAYE	£515.06
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Clerk expenses – mileage and WFH allowance April	£46.30
Payments made in between meeting approvals:	
OALC annual subscription	£228.00
Paul Wyatt (triangles grass cut)	£140.00
WTG Consultants (internal audit)	£112.50
Keytek– locksmith – padlock to allotments and to removal broken padlock	£196.00
C&M payroll services	£187.05

10. **To review and approve the following policies 2026/27:**

- a. Code of Conduct
- b. Financial Regulations
- c. Standing Orders

- d. Asset Register
- e. Risk Assessment
- f. Reserve Policy
- g. Anti bullying and harassment
- h. IT policy
- i. Equality and Diversity
- j. Data Protection Policy

11. **Date of Next Meeting:** Monday 6th July 2026 at Bix Village Hall. Commencing 7:30pm.