

OAKINGTON & WESTWICK PARISH COUNCIL

Notice of Meeting	Oakington & Westwick Parish Council – Annual Meeting
Date / Time	Monday 11 May 2026 at 7.30pm
Venue	Oakington Sports Pavilion, Queens Way, Oakington

All members of the Council are hereby summoned to attend the **Annual meeting** for the purposes of considering and resolving the business to be transacted at the meeting, as set out below.

Members of the public and press are invited to address the Council under the Public Open Session item.



Laura Lawrence – Clerk
6 May 2026

Agenda

Item			Time
26/47	To elect a Chair Chair to sign Declaration of Acceptance of Office	For decision	1
26/48	To receive Members Declaration of Acceptance of Office		1
26/49	Co-option to Parish Council To fill election vacancies via co-option Co-opted member (s) to sign Declaration of Acceptance of Office	For decision	1
26/50	To elect a Vice-Chair	For decision	1
26/51	To receive and approve apologies for absence	For decision	1
26/52	To receive declarations of interest & dispensations - To receive declarations of pecuniary interest from Councillors on items on the agenda - To receive any requests for dispensations and grant any as appropriate.	For decision	1
26/53	Public Open Session To allow up to 15 minutes for members of the public to address the meeting in relation to any parish related matter		15
26/54	To approve minutes of the meeting held 13 April 2026	For decision	2
26/55	General Power of Competence Motion; ‘The Parish Council resolves from 11 May 2026, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to readopt the General Power of Competence’	For decision	2
26/56	Reports (Written reports circulated and available on website) 56.1 County Councillor’s report 56.2 District Councillors’ report	To note only	20

Item			Time
	56.3 Parish Councillors reports (verbal) 56.4 Clerk's report		
26/57	To elect members of the Personnel Committee and review its terms of reference	For decision	5
26/58	To appoint member representatives on external parish groups	For decision	5
26/59	To appoint members with specific areas of responsibility	For decision	5
26/60	Planning matters 60.1 <u>Applications requiring a decision</u> 26/00888/FUL - Land Adjacent To 10 Coles Lane Demolition of existing barn and construction of 1 self-build/custom build dwelling. 26/01437/HFUL – 24 Orchard Way Single storey side/front extension 26/01485/HFUL – 8 Coles Lane Single storey rear extension 26/01509/FUL – Poplar Farm, Dry Drayton Road Regularisation of 1 x 4 bed dwelling. 60.2 <u>Applications to note only</u> 60.3 <u>Applications decisions received</u>	 For decision For decision For decision For decision To note only To note only	20
26/61	Finance matters 61.1 To approve payment of outstanding accounts due 61.2 To report on any income received 61.3 To approve Annual Governance & Accountability Return (AGAR) Section 1- Annual Governance Statement 2025-26 61.4 To approve AGAR Section 2 – Accounting Statements 2025-26 61.5 To agree dates for the period of Public Rights and publication of Unaudited AGAR. 61.6 To review insurance and assets register to ensure adequate cover in place. 61.7 To appoint an internal auditor for 2026-27 61.8 To review fees for 2026-27 61.9 To agree level of chair's allowance for 2026-27 61.10 To review and approve councillors as bank signatories on all bank accounts and resolve to add or remove any signatories as appropriate. 61.11 To note change of bank current account tariff	 For decision To note only For decision For decision For decision For decision For decision For decision For decision For decision To note only	30
26/62	Administration matters 62.1 To review Standing Orders 62.2 To review Financial Regulations 62.3 To review Financial Reserves policy 62.4 To review Risk Assessment 62.5 To review Freedom of Information Publication Scheme 62.6 To agree dates for 2027 meetings	For decision	15
26/63	Items for future agendas No decisions can be made under this item.	To note only	5
26/64	Date of next meeting: Monday 8 June 2026, 7.30pm Planning: Tuesday 26 May 2026, 7.30pm – if required		