

MINUTES OF THE MEETING OF THE PARISH COUNCIL  
HELD IN THE JUBILEE HALL ON 11<sup>th</sup> NOVEMBER 2024

Present: Mrs Caroline Hjorth (Chair)  
Mr Duncan Boulton  
Mrs Margaret Poole  
Mr John Poole  
Mr Ray Hudson

Ms Barbara Drysdale (Clerk)  
Ms Donna Evans (incoming Clerk)

Also present was: Mr Paul Harrison

Apologies were received from: Cllr Georgina Heritage (SODC)

**Item 1: MEMBERS’ DECLARATION OF INTEREST**

None were received.

**Item 2: APPROVAL OF THE MINUTES OF THE MEETING OF THE PARISH COUNCIL**

The minutes of the parish council meeting held on 14<sup>th</sup> October 2024 were accepted as being a true record of proceedings by councillors and signed accordingly by the Chair.

**Item 3: MATTERS ARISING FROM PREVIOUS MINUTES**

There were no matters arising that are not covered under other items.

**Item 4: PUBLIC PARTICIPATION IN SESSION**

Mr Harrison introduced himself as a candidate in the OCC elections to be held in May.

**Item 5: CLERK APPOINTMENT**

The Chair formally welcomed Ms Donna Evans. Following a handover period, Ms Evans will take over as Clerk in mid-December. The council formally agreed that the present Clerk could make what arrangements were necessary for a smooth transition; and that the Chair and Vice Chair were delegated to sign any necessary documents and forms. The Vice Chair / finance councillor would help with any financial issues.

Clerk/  
Chair/  
Vice Chair

**Item 6: THAMES VALLEY POLICE**

There was no police report. It was noted that LPC no longer received such reports but it was agreed this item should be retained on the agenda, just in case issues arose.

**Item 7: DISTRICT AND COUNTY COUNCILLORS’ REPORTS**

The council noted receipt of Cllr Heritage’s monthly report and her apologies for absence.

**Item 8: FINANCE**

a) The council received and noted a budgetary control report for the year to date from the RFO which showed balances as of 6<sup>th</sup> November 2024:

Treasurers Account: £ 2,496.58

Chair: .....

Date:.....

Business Savings Account: £ 21,311.59

Hall Account: £8,214.70

b) The council approved payment of the following outstanding accounts:

i i) Allen Landscaping	Grasscutting	£96.00	S.19 PG(MP)A 1976	Chair/
ii) PetWasteSolutions	Dog bin emptying	£92.95	S.111 LGA 1972	RH
iii) Lisa Armstrong	Bulbs etc	£107.69	CIL	

c) The council discussed the draft budget for 2025-26:

The council agreed to accept the quote for grasscutting from BGG (which saw a small rise in the charges) and the contract was signed by the Chair. Clerk

It was noted that Allen Landscaping was not increasing its prices but the council formally agreed that the RFO would ask for a quote to add the grass verge at Manor Close to the agreed areas regularly cut. Clerk

The RFO told the meeting she had just received the quote from Pet Waste Solutions for emptying the parish’s dog waste bins: this was rising from £77.46 per month to £85.21. (The first rise in 3 years). The council formally agreed to accept this quote as PWS had proved to be extremely reliable. Clerk

The meeting noted that the RFO had negotiated a cut in LPC’s tariff for the Clerk’s work phone from £6 per month to £5.60 per month for the next year.

The Vice Chair proposed that the S137 budget should rise to £1,500; this was formally approved by the whole council; and the council agreed it would discuss S137 in depth at its January meeting. Clerk

The RFO would circulate the 2<sup>nd</sup> draft of the budget ahead of LPC’s December meeting. Clerk

**Item 9: PLANNING**

a) The council noted the following new application:

P24/S3306/T28 Land at Wood 2 Hill Road near Lewknor

Remove two cabinets and replace with a cabinet, along with associated equipment works

b) The council noted the status of the following planning applications:

i) P24/S1948/FUL & P24/S1949/LB Knapp Farm, Weston Road, Lewknor

Conversion and extension of a barn, stable (including demolition of the stables lean-to) and garage block to create 4 dwellings together with a separate outbuilding, bin store, car and cycle parking and associated works, with a new (i) vehicular and pedestrian access and (ii) pull in area and field access, both off Weston Road

Approved

ii) P24/S2648/HH Sheep Brook Cottage, Nethercote Lane, Lewknor

Decision awaited

Two storey side extension, the addition of dormer windows in the loft and internal alterations

iii) P24/S3003/T28 Land adjacent to Cop Field off Salt Lane Adwell

Approved

Remove and replace three antennas, a cabinet and add a GPS Node, along with associated equipment works

iv) P24/S2737/HH 1 Rectory Lane, South Weston

Approved

Conversion of existing ground floor kitchen to a bedroom, construction of a new single storey side extension to accommodate a new kitchen and dining area. New front door closer to the street than existing front door

c) To note the following planning appeal:

P24/S1542/FUL Lancing, 11A Weston Road, Lewknor

Division of site. Construction of a new house and retention of existing bungalow

It was agreed that Cllr John Poole would draft an addition to LPC’s original comments, to be circulated to all councillors before being submitted ahead of the 26<sup>th</sup> November deadline.

JP/  
Clerk

d) There was no update on the proposed solar farm.

Chair: .....

Date:.....

**Item 10: HIGHWAYS AND TRANSPORT**

- a) Hill Rd handrail: Clerk to chase for an update
- b) Manor Close: Clerk to chase over finishing off the splayed entrance
- c) Overgrown brambles under the M40: the Chair told the meeting this had been half done and she would try to get the rest cleared.
- d) The Clerk was instructed to raise the following issues with the Highways Engagement team:
  - a replacement small 20mph sign for Box Tree Lane
  - the new 20mph VAS which still had not been installed
  - the weight restriction signs at the Postcombe end of Salt Lane were very faded

Clerk  
Clerk  
Chair  
Clerk

**Item 11: VILLAGE HALL**

Energy Audit: the council discussed the audit report. It was welcomed as a useful map forwards for the parish but that money would be the limiting factor.

It was agreed that the Vice Chair and Cllr John Poole would draw up a framework for future projects at the hall.

The Clerk told the meeting that there had been no word on LPC’s SSEN grant application towards funding the solar panels for the hall.

It was agreed that the Vice Chair would speak at the SODC Grants Panel on 12<sup>th</sup> December on LPC’s application for funds for the solar panels.

The Vice Chair told the meeting that the boilers were now both working but that a new pump (costing around £100) might be needed. The council gave approval for a pump to be bought if needed.

**Item 12: CIL**

The council discussed the remaining CIL funds (just over £6,000) and agreed that it should look to replacing noticeboards around the parish: those in South Weston and Postcombe and the one outside the Leathern Bottel in Lewknor village. It was agreed the Clerk would forward the quotes she had obtained in April to all councillors with the aim to have a firm proposal ready for LPC’s December meeting.

All

**Item 13: MEETING DATES FOR 2025**

The council agreed the dates which will be published on the LPC website.

Clerk

**Item 14: TOE NATURE & OTHER GRANTS**

The Clerk handed out information about the TOE grants which are awarded every 3 months. It was agreed councillors would consider what projects it wanted to pursue with a view to possibly making an application in April.

It was agreed that LPC would not be applying to the SODC councillor’s grant fund this time.

**Item 15: BROADBAND**

The Vice Chair told the council that Oxfordshire Broadband (run by OCC) had more or less completed the roll out of high speed broadband in the county. It was now working on installing mini hubs. Cllr Boulton said he would send more details to councillors later in the week.

Vice Chair

**Item 16: ASTON ROWANT NATURE RESERVE**

The Chair told the council she had been invited to a meeting about plans to erect a building specifically to help disabled people gain more access to the countryside; this was being funded by DEFRA.

**Chair:** .....

**Date:**.....

**Item 17: CORRESPONDENCE RECEIVED**

- Survey for Proposed changes to the additional Council Tax charge for long-term empty properties (emailed 16<sup>th</sup>) ends 26<sup>th</sup> Nov: all councillors can submit their comments.
- SLCC notification that the government is considering allowing remote parish council meetings.

**The meeting closed at 9.25pm**

**Chair:** .....

**Date:**.....