MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD IN THE JUBILEE HALL ON MONDAY 13TH April 2026

Present: Mr Duncan Boulton (Vice Chair)
Mrs Andrea Fawell
Mr John Poole
Mrs Margaret Poole

Mr Andrew White (Clerk)

Also present: Cllr Georgina Heritage
2 Members of the public

APOLOGIES FOR ABSENCE
Cllr Caroline Hjorth sent her apologies

Item 1: MEMBERS' DECLARATION OF INTEREST (FOR ITEMS ON THE AGENDA) None were received.	
Item 2: TO APPROVE & SIGN THE MINUTES OF THE MEETING HELD ON 9TH March 2026 The minutes of the Parish Council meeting held on 9th March 2026 were accepted as being a true record of proceedings by councillors and signed accordingly by the Vice Chair.	
Item 3: MATTERS ARISING FROM PREVIOUS MINUTES (INFORMATION ONLY) Nothing of note	
Item 4: PUBLIC PARTICIPATION IN SESSION Peter Gardener (PG) and Kayti Foster (KF) attended to discuss the response of the neighbourhood plan and the parish council to the planning appeal for **P25/S1430/O** The view was that the appeal fails because there's no requirement to allocate more land for houses, and the amount of new houses agreed in the NP and the SODC Local Plan has already been exceeded. PG to send his rebuttal to SODC planning to sanity check his arguments before submitting it on the planning portal. The PC support this action. KF to work with Cllr Boulton on a PC related submission	
Item 5: THAMES VALLEY POLICE REPORT Nothing to report	
Item 6: DISTRICT AND COUNTY COUNCILLORS' REPORTS The District and County reports were posted on the website. The PC asked Cllr Heritage to report back on the status of the solar farm application. Cllr Heritage has spoken to Ed Saddler regarding potential flood risk grants. Box tree lane is much improved but more work still needs doing.	ACTION Clerk to email Ed Saddler
Item 7: FINANCE a) To receive and note end of financial year reconciliation from the RFO as at March 31st 2026 and acknowledge receipt of the first half of the precept payment. The monthly bank reconciliation showed balances as of 31st March 2026:	Noted

Chair: …… **Date:……**

Treasurers Account: £ 901.75
Business Savings Account: £ 7554.16
Hall Account: £ 703.95

b) To approve payment of the following outstanding accounts:

Supplier	Detail	Amount	Accounting Code
PetWasteSolutions	Dog bin emptying	£102.25	S.111 LGA 1972

Cllr J Poole, Cllr Fawell approved

c) To note direct debit payments automatically paid:

Supplier	Detail	Amount	Accounting Code
Scribe	Accounting Software	£37.20	
Tesco Mobile	Clerk Mobile	£7.95	
McaFee	Virus protection	£114.99	
Lloyds	Service charge	£4.25	

d) To note Council Payroll payment to the clerk and HMRC has been approved and paid on 8th April 2026.

Noted

e) To note the transfer of £1000 from the savings account to the primary account to cover on going expenses.

Noted

f) To discuss whether the PC should continue membership of Community First Oxfordshire (regarding email sent March 31st)
In a general discussion, this was felt to not be worthwhile continuing.

CLERK to cancel membership

g) To discuss End of Year Finances 2025–26

h) Confirm acceptance of Andrea Oughton as the internal auditor for 25/26

A Oughton approved

i) Confirm acceptance of Moore Smaller Authorities Team as external auditor for 25/26

Item 8: PLANNING
a) To consider the following new applications:

P25/S3813/LB Knapp Farmhouse Weston Road Lewknor OX49 5TU Replacement windows and doors with matching timber heritage slimline double glazed units. Replacement of uPVC guttering. Removal of the oil heating system and storage heaters and installation of underfloor heating connected to an air-source heat pump. Renewal of plumbing, electrics and water systems. Replacement of existing kitchen and bathroom. Removal of a modern concrete rear path and installation of a natural stone patio. (Works to the	Date Received 2nd December 2025 Registration Date 6th January 2026 Start Consultation Period 8th January 2026 End Consultation Period 5th February 2026 Target Decision Date 3rd March 2026 We commented on this in February (no objection), they have since added new information on windows and doors. No additional comment required, for information only

This was for information only

Chair: …… **Date:……**

roof omitted as per agent's email received 9 February 2026). (Additional Information on windows and doors received 24 March 2026)		

b) To note/discuss the status of the following planning applications:

P26/S0550/N4C/P26/S0551/N4C Prior Approval for proposed change of use of an agricultural building to a flexible use (gym and cafe) within Use Class E Prior Approval for a proposed change of use of an agricultural building to an outdoor tennis court and changing facilities within Class F.2(c)	Date Received 23rd February 2026 Registration Date 23rd February 2026 Target Decision Date 20th April 2026	This was for information only
P25/S1430/O, for development work at the following location: Land at Watlington Road Lewknor The application is for: Outline planning application for erection of up to 25 homes, associated open space, play area and other infrastructure with all matters reserved save for that of access into the site.	Date Received 2nd May 2025 Registration Date 15th May 2025 Start Consultation Period 20th May 2025 End Consultation Period 16th January 2026 Target Decision Date 23rd January 2026 **REFUSED** **APPEALED** **All representations must be received by 22nd April 2026**	PG to submit response from NP with support of PC
P25/S1987/FUL, Land bordering either side of the M40 near Postcombe. The application is for installation of a solar farm & cable corridor with associated infrastructure, access, security fencing and landscaping.	Date Received 25th June 2025 Target Decision Date 28th February 2026	
P24/S3485/FUL Wooden Shed 20 x 16 foot retrospective land on northwest side of Icknield Way Lewknor	Decision 4th February 2025 Refused (Building still in place) During January 2026 an enforcement notice has now been posted at the site	

Item 9: HIGHWAYS AND TRANSPORT

a) To note/discuss any updates with Manor Close entrance
On going discussions

b) To note or discuss any other issues arising in the Parish
A requirement for new grass cutting was discussed.

Cllr J Poole and Cllr M Poole cleared the footpath between the two ends of Box Tree Lane.

c) To discuss the results of the March 23rd meeting with HART
Cllr J Poole and Cllr Hjorth met with HART, they are not responsible for main roads, but do local potholes, clean signs and may in some cases do tree work.
The bottom of Box Tree Lane has been repaired by them, and they are looking at repairing the footpath around Salt Lane.
HART will supply equipment to do road sign cleaning after appropriate training.

d) To discuss our engagement with the new Traffic Advisory Committee
Nothing to report

CLERK to liaise with BGG to arrange this

Chair: ..... **Date:.....**

e) To discuss the proposal from Watlington PC to purchase a jointly owned Sentinel camera to support Community Speed Watch engagement. This was felt to be something that wouldn't benefit the parish.	
ITEM 10: PLAY PARK AND ENVIRONMENT a) To discuss progress on quotes for work required in the play park Cllr J Poole provide a list of works and estimated prices Clerk to provide Cllr J Poole with details of what play bark was ordered last time Clerk to arrange for an inspection in July Clerk to add an agenda item for the next meeting regarding what inspections are currently done on the play park Clerk to email Cllr Heritage regarding grant opportunities for the play park work b) To thank the volunteers for their work on the Village litter pick on March 14th This item was deferred until the next meeting c) Update on Defib awareness sessions Awaiting response from the training company d) Grant applications close on May 4th for OCC grants targeted at Flood Risk. Clerk to email Ed Saddler	
Item 11: CONSIDERATION OF MATTERS RAISED BY THE PUBLIC None	
ITEM 12: UPDATE FROM CLLR FAWELL Update on safe guarding policy This policy is now up on the website	
Item 14: CORRESPONDENCE RECEIVED Nothing not already discussed	
DATE OF NEXT MEETING: Monday 11th May 2026 Annual Parish Council Meeting, followed by the Monthly Parish Council Meeting **The meeting closed at 21:16**	

Chair: …… **Date:……**