

MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL
HELD IN THE JUBILEE HALL ON MONDAY 11TH May 2026

Present: Mrs Caroline Hjorth (Chair)
Mr Duncan Boulton (Vice Chair)
Mrs Andrea Fawell
Mr John Poole
Mrs Margaret Poole
Mr Henry Evans
Mr Andrew White (Clerk)

Cllr Georgina Heritage
Cllr Ed Sadler

1. Welcome and Introduction

The Chair opened the Annual Parish Meeting at 7.00 pm, welcomed those present and confirmed that the meeting was being recorded.

No members of the public were present.

Chair’s Annual Report

The Chair presented a summary of the Parish Council’s activities during the year, including:

- Consideration of major planning applications, including the proposed solar farm and the Lewknor housing development.
- Continued reporting of highways issues, flooding, footpath defects and fly-tipping.
- Successful annual litter pick in Lewknor and Postcombe, with approximately 40 bags of litter collected.
- Change of Clerk, with thanks recorded to former Clerk Donna Evans and welcome to the new Clerk, Andy White
- Retirement of Cllr Ray Hudson and co-option of Henry Evans.
- Installation of solar panels and battery storage at the Village Hall funded by an SSEN grant.
- Work by the River Thames Conservation Trust to restore chalk streams, with brown trout reported in the parish.
- Ongoing work of the Postcombe Speedwatch team.

The Chair thanked all councillors and volunteers for their contributions during the year.

The Chair’s report will be on the website.

2. Oxfordshire County Council and South Oxfordshire District Council Reports

Cllr Georgina Heritage highlighted the following matters from her annual reports:

- Highway maintenance and resurfacing.
- Waste recycling centre booking arrangements, which remained under review.
- Fire and Rescue Service consultation outcomes, including confirmation that no local fire stations would close.
- Haseley Industrial Estate matters.
- The appeal relating to the Lewknor housing application.

Cllr Heritage offered to speak at the Lewknor housing appeal on behalf of the Parish Council and village.

The District and County annual reports are on the website.

ACTION:

The Parish Council to consider whether Cllr Heritage should represent the Council at the Lewknor planning appeal prior to 3 June 2025.

Chair:

Date:.....

3. Flooding and Drainage Update

Ed Sadler, Flood Warden, reported on opportunities to apply for Oxfordshire County Council funding for small-scale flood mitigation projects.

Potential projects included ditch desilting and drainage improvements in Lewknor, Postcombe and Box Tree Lane.

The funding would be paid to the Parish Council, which would then appoint and pay contractors.

RESOLVED:

That the Parish Council would obtain quotations for flood mitigation works and prepare funding applications.

ACTION:

- The Clerk and Chair to identify suitable contractors and obtain at least three quotations.
- The Chair to liaise with the Flood Warden and Carl Stallwood regarding priority works and application details.
- The Parish Council to submit applications within the relevant funding timescale.

4. Any other business

Grant Application Query

A query was raised regarding a recent grant application submitted by the Parish Council.

Cllr Heritage advised that she would contact the grants team to obtain an update.

ACTION: Cllr Heritage to seek an update on the outstanding grant application.

Capital Grants Scheme

Cllr Heritage advised that the Oxfordshire County Council Capital Grants Scheme would open at the end of May 2025.

The information was noted.

Procurement and Financial Regulations

It was noted that, under the Procurement Act 2023, contracts with an estimated value below £30,000 did not require a formal tender process, subject to the Council’s own Financial Regulations.

The Parish Council noted that its Financial Regulations may need review to ensure they remained appropriate.

ACTION:The Parish Council to review its Financial Regulations in relation to procurement thresholds.

Public Participation

No members of the public were present and no matters were raised.

There being no further business, the Chair closed the meeting at 7.30 pm.

Chair:

Date:.....