

# LEWKNOR PARISH COUNCIL

www.lewknorparishcouncil.gov.uk

Chair: Caroline Hjorth  
Clerk: Andy White  
lewknorparishcouncil@gov.uk  
Tel: 07833 125 414

## To members of the Council:

You are hereby summoned to attend a meeting of Lewknor Parish Council on Monday 8<sup>th</sup> June 2026 at 7.30pm for the purpose of transacting the following business:

## AGENDA

### APOLOGIES FOR ABSENCE

#### Item 1: MEMBERS' DECLARATION OF INTEREST (FOR ITEMS ON THE AGENDA)

#### Item 2: TO APPROVE & SIGN THE MINUTES OF THE MEETING HELD ON 11<sup>th</sup> MAY 2026 and TO APPROVE & SIGN THE MINUTES FROM THE ANNUAL PARISH MEETING HELD ON 11<sup>th</sup> MAY 2026

#### Item 3: MATTERS ARISING FROM PREVIOUS MINUTES (INFORMATION ONLY)

#### Item 4: PUBLIC PARTICIPATION SESSION

Members of the public may make representations or comments. To last no longer than 5 minutes. This is the only part of the agenda when the public is permitted to speak unless invited by the Chair to answer questions or give evidence in respect of items on the agenda.

#### Item 5: THAMES VALLEY POLICE REPORT

#### Item 6: DISTRICT AND COUNTY COUNCILLORS' REPORTS

#### Item 7: REVIEW OF COUNCIL PROCEDURES AND DOCUMENTATION

- To review and confirm the latest version of the Financial Regulations
- To review and confirm the latest version of the Standing Orders
- To review and confirm the latest version of the Risk Assessment
- To review and confirm the latest Asset Register
- To review and confirm the spreadsheet schedule for monitoring and updating policies and procedures.

#### Item 8: END OF YEAR FINANCES 2025-26

- To receive and discuss the Internal Auditor's report
- To note that the RFO will now submit LPC's documents for External Audit and display the Notice of Public Rights from 10th June to 21st July 2026
- To discuss the revised Clerk's pay and tax following statutory salary increase on 1st April 2026.
- To note the VAT reimbursement of £6,139.22 was received on 19<sup>th</sup> May 2026.

#### Item 9: FINANCE

- To receive and note the month end bank reconciliation from the RFO.
- To approve payment of the following outstanding accounts:

Supplier	Detail	Amount	Accounting Code
PetWasteSolutions	Dog bin emptying	£102.25	S.111 LGA 1972
Clerk's travel expenses and consumables		£188.51	
Grapevine	Annual Allowance	£700.00	S.232 LGA 1972
A. Oughton	Internal Audit	£185.00	S.111 LGA 1972
Allen Landscaping	Grass cutting	£360.00	S.19 PG(MP)A 1976
BGG	Grass cutting	£151.20	S.19 PG(MP)A 1976

- To note direct debit payments automatically paid:

Supplier	Detail	Amount	Accounting Code
Scribe	Accounting Software	£37.20	
Tesco Mobile	Clerk Mobile	£8.42	

Lloyds	Service charge	£4.25	
--------	----------------	-------	--

- d) To note Council Payroll payment to the clerk and HMRC has been approved and paid on 4<sup>th</sup> June 2026.
- e) To note that the Annual Parish Grass Grant from OCC for 2026/27 is now being managed by a PO/Invoice system, the clerk has replied with the details requested on 1<sup>st</sup> May.
- f) To note that £10000 was transferred from the Community Account into the Instant Access Account
- g) To note that £3500 was transferred from the Instant Access Account to the LPRG&H Account

**Item 11: PLANNING**

- a) The council noted the following new planning applications:

Nothing to date	
-----------------	--

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

<p>P26/S0550/N4C/P26/S0551/N4C</p> <p>Prior Approval for proposed change of use of an agricultural building to a flexible use (gym and cafe) within Use Class E</p> <p>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)</p>	<p>Date Received 23rd February 2026  Registration Date 23rd February 2026  Target Decision Date 20th April 2026</p>
<p>P25/S1430/O, for development work at the following location: Land at Watlington Road Lewknor</p> <p>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.</p>	<p>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  <b>REFUSED</b></p> <p><b>APPEALED</b>  <b>The appeal will be heard on 3 June at Abbey House offices. More details can be obtained from the Clerk</b></p>
<p>P25/S1987/FUL, Land bordering either side of the M40 near Postcombe.</p> <p>The application is for installation of a solar farm &amp; cable corridor with associated infrastructure, access, security fencing and landscaping.</p>	<p>Date Received 25th June 2025  Target Decision Date 28th February 2026</p>
<p>P24/S3485/FUL Wooden Shed 20 x 16 foot retrospective land on northwest side of Icknield Way Lewknor</p>	<p>Decision 4<sup>th</sup> February 2025 Refused (Building still in place)  During January 2026 an enforcement notice has now been posted at the site</p>

- c) To discuss the outcome of the appeal hearing from 3<sup>rd</sup> June

**Item 12: HIGHWAYS AND TRANSPORT**

- a) To note/discuss any updates with Manor Close entrance
- b) To discuss our engagement with the new Traffic Advisory Committee
- c) To note or discuss any other issues arising in the Parish

**ITEM 13: PLAY PARK AND ENVIRONMENT**

- a) To Note the grant application for the play bark was unsuccessful this time.
- b) To discuss the overgrown hedge in Box Tree Lane and agree the wording of a standard letter
- c) Update on Defib awareness sessions
- d) To discuss the consultation regarding funding for councils from renewable energy projects
- e) To discuss the latest information on flood defences

**Item 14: CORRESPONDENCE RECEIVED**

**DATE OF NEXT MEETING: Monday 13<sup>th</sup> July 2026 Monthly Parish Council Meeting**

**Andy White, Clerk to Lewknor Parish Council**

**3<sup>rd</sup> June 2026**