

**BODICOTE PARISH COUNCIL**  
**MINUTES OF A PARISH COUNCIL MEETING**  
**HELD ON WEDNESDAY 18<sup>TH</sup> JUNE 2025**  
**AT 7.15PM AT CHURCH HOUSE, CHURCH STREET**

**PRESENT:** Cllrs. J. Washburn, A. Conley, C. Elmitt, P. Jackson, R. Pattenden, J. Sacha, J. Slade and C. Watts

Christine Coles (Parish Clerk)

**25/61. To receive apologies**

Cllr K. Corrigan (personal), Cllr D. Hingley (personal) and District Cllr G. Blakeway (work)

**25/62. Public session** *(Members of the public are invited to address the council. The session will last for a maximum of ten minutes with any individual contribution lasting a maximum of 3 minutes)*

There were no members of the public present.

**25/63. To receive Declarations of Interest under the Council's Code of Conduct relating to business on the agenda** *(Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business)*

No interests were declared.

**25/64. Acceptance of the minutes of the last meeting held on 21<sup>st</sup> May 2025**

An amendment to page 1, item 25/51 - To receive an update on the transfer of land..... Line 2 to read 'An explanation for a Deed of Variation was given'. The minutes of the last meeting were then approved and signed.

**25/65. Update on progress from the previous minutes**

- *Vegetation covering lamp post on Wykham Lane near White Post Road.* This was reported on FMS and the overgrown vegetation removed by Highways. The road signs can be seen now.

**25/66. County Council and District Council matters**

- To receive reports from County and District Councillors  
Cllr Pattenden gave the following report. There is change coming to local government. There are three proposals. Cherwell, West and City (City and Shires) and South and Vale and West Berkshire (Ridgeway) who would be working together as two councils, Oxford (Greater Oxford) and County Council (Oxfordshire). Localism will be affected.  
Local Plan – Work continues. Each bigger village will get 75 houses. Due to the change in the National Planning Policy Framework, Cherwell District Council has a 2.3 year housing land supply. The Central Government policy is build, build, build. The current housing land supply does not include planning permission being approved for houses or sites that are not built. There is a general lack of power supply and drainage in the district.  
Business Rates – The Government are reviewing business rates which are distributed to local councils. CDC does well out of this locally from Bicester Village and Kidlington Science Park. This will mean a loss of £6M per year. Cllr Pattenden has been lobbying MP Sean Woodcock. Contingencies have been put in place and CDC are looking at cost savings.
- *Local Government Reorganisation.*  
Cherwell District Council are proposing two unitary authorities to cover Oxfordshire and West Berkshire. The proposal aims to create strong, financially stable councils that provide high quality, cost effective and locally driven services.

Signed

Dated 16<sup>th</sup> July 2025

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Oxford and Shires Council would comprise the existing district areas of Cherwell, Oxford City and West Oxfordshire. Ridgeway Council would be made up of the area of West Berkshire Council and the existing district areas of South Oxfordshire and the Vale of White Horse. Public engagements will be held. The local one is on Monday 7<sup>th</sup> July 3pm to 7pm at Banbury Town Hall.

Oxford City Council, Greater Oxford: One Council. Local Decisions. This would bring decisions closer to the people they affect and enable improved services, more affordable homes, protected green spaces, and new secure jobs. In March Oxford City Council put forward outline proposals that would see Oxfordshire's six councils abolished and replaced with three new councils.

Greater Oxford Council – covering Oxford and its green belt

Northern Oxfordshire Council – covering most of the existing Cherwell and West Oxfordshire districts.

Ridgeway Council – covering most of the existing South Oxfordshire and Vale of White Horse districts combined with existing West Berkshire unitary.

- *Oxfordshire County Council, Part-Night lighting consultation.* This framework is about how part-night lighting could be implemented in Oxfordshire. If the decision is to proceed parishes can apply for part night lighting schemes in their area and a public consultation is carried out for each scheme. The deadline to respond is 6<sup>th</sup> July.
- *Oxfordshire County Council, Proposed speed limits on A4260 corridor and adjacent roads (Kidlington to Banbury).* The proposal is to reduce the speed limit between the junction with the A361 and a point 25 metres south of its junction with Weeping Cross in place of the existing 40mph speed limit. It was acknowledged that speeding is a safety issue. Response times will be affected in non emergency situations.
- *To receive an update on the transfer of land south of Blackwood Place and Molyneux Drive and north west of Cotefield Farm.* There is a new CDC officer dealing with the matter but there is no further update.
- *To discuss getting an update on the sale of Bodicote House.* CDC are working hard to get a solution. The whole site will be locked up after 30<sup>th</sup> June.  
*Action: Cllr Pattenden to ask where the recycling bins will be placed.*
- *To receive an update on outstanding highway matters.* At the recent Cherwell Parish Liaison meeting the Chair, Cllr Slade and Parish Clerk met Highways before the meeting began. They expressed their frustration at trying to sort out highway matters with little success. They were given new contact details.

#### **25/67. To note progress to date of the Neighbourhood Plan and discuss next steps**

Work was progressing well but now the government have withdrawn all the funding for new plans. The total cost of the plan is £30K. The Parish Council had agreed to put £12K forward with a government grant of £18K. The Parish Clerk has asked CDC if they will help with the funding but not heard.

*Action: The Parish Clerk to chase CDC. To be discussed again at the next meeting once more information is known.*

#### **25/68a. Planning matters; New applications**

- *25/01398/TCA, Sycamore (T1) - crown lifting sycamore to create approximately 2 metres of clearance from the roof at St Johns Church, Church Street.* It was agreed to support.
- *25/01405/F, RETROSPECTIVE – Variation of condition 2 (plans) of 23/03472/F – change of design to rear elevation size at 30 Blossom Field Road.* It was agreed to support.

- 25/01540/TPO, G1 (TPO W1) - Mixed Broad leaf and evergreen species - Low hanging crown into highway Broad Gap Road - Crown lift/reduce back over road to provide a ground clearance of up to 5.2m. Works to be carried out within the limits of BS3998 - subject to TPO 21/2024 at Bodicote House, White Post Road. It was agreed to support.

#### 25/68b. Planning matters; determined

- 25/00895/F, Variation of Condition 2 (plans) of 22/03161/F - To make the rear extension 0.5m deeper, move the side window onto the rear wall and move the bi-fold doors further along the rear elevation at 1 Deers Farm. Granted by CDC.
- 24/03122/F, Erection of 3 new detached dwellings with garage block containing garage for Plot 3 and existing adjacent dwelling at The Chaff Place, High Street. Granted by CDC.
- 25/01536/TCA\_5, Cypress tree in poor physiological condition, failure at root plate and is hung up in neighbouring tree within property at Norwood, Chapel Lane. No further comments of objections by CDC.
- 25/00852/F, Single storey rear extension at 102 Oxford Road. Granted by CDC.
- 25/00488/F, First floor side extension above existing garage to create two bedrooms at 68 Wards Crescent. Granted by CDC.

#### 25/69. Governance

- a) To approve a debit card policy. A debit card has been ordered and a draft policy had been circulated. It was agreed to make a couple of changes and consider again at the next meeting in July.

#### 25/70a. Financial/administration report

- a) To note up to date bank balances

Total	£129,989.37 (excluding Bodfest a/c)
Business Premium Account	£82,523.22
Community Account	£200.00
Business Premium Account	£47,266.15
Business Premium Account (Bodfest)	£11,265.84

- b) To approve the Internal Auditor for 2025/26. A quote has been received from SD Audit and Consultancy. The price is £255.00 & VAT. It was agreed to accept the quote.  
*Action: The Parish Clerk to confirm this with SD Audit and Consultancy.*
- c) To review the quarterly spend versus budget. A quarterly budget sheet had been circulated. The Parish Council are working to budget.  
*Action: A copy of the sheet to be attached to these minutes.*
- d) To discuss third party back up provision for PC files. There are risks with online storage and physical storage. Different options will be explored further.

#### 25/70b. Passing of invoices for payment

CLlr Elmitt proposed that the following accounts be approved for payment, seconded by CLlr Slade and carried unanimously. **IT WAS RESOLVED** that these payments be made:

- £90.00 to Mrs P Evett (litter picking)
- £2469.22 to Thomas Fox Landscaping (grass cutting)
- £336.00 to Thomas Fox Landscaping (removal of rotten fence at the flyover)
- £438.00 to Prysebros Ltd (weed killing)
- £72.00 to J Gardner (bedding plants)
- £101.28 to Microshade Business Consultants Ltd (emails)
- £90.00 to Vision ICT (website)

Signed

Dated 16<sup>th</sup> July 2025

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- £807.76 to Parish Clerk (salary) and £72.60 to HMRC
- £56.00 to Parish Clerk (SLCC membership)
- £1282.00 to Glasdon UK (six dog bins and a pole)
- £100.00 to Nomad Bike Repairs & Servicing (community event on 19<sup>th</sup> July)

**25/71. To discuss the following environmental matters**

- Building work on The Rydes/Weeping Cross. There is building work taking place at a new property and the materials are being stored on Parish Council land.  
*Action: It was agreed the Parish Clerk will write to the builder to ask if the land can be restored after the work is finished.*

**25/72. To receive an update on the bike event on 19<sup>th</sup> July**

There has been a lot of support for this event which will take place on Kingsfield. It is a new initiative aimed at giving back to the local community by promoting active lifestyles, safer journeys and a stronger sense of connection through walking and cycling. There is support from local partners such as Nomad Bike Repairs & Servicing - offering free cycle health checks, Thames Valley Police (subject to operational needs) - cycle crime prevention advice and safety tips, Oxfordshire Fire and Rescue (subject to operational needs) – with the Community Safety Van and road safety advice, Banbury Star Cycle Club - promoting local cycling and club initiatives, giveaways and prizes – plus free resources on walking and cycle routes, Highway Code Quiz sheets - fun and educational activity for younger visitors and adults alike. The Speedwatch initiative will be promoted at the event.

*Action: The Parish Clerk to pass 20 copies of the Circular Walk to Cllr Watts.*

**25/73. To discuss Speedwatch and engaging more volunteers**

There are currently four people trained and available to carry out Speedwatch sessions. More volunteers are needed for one hour sessions which are arranged every couple of months.

**25/74. To receive the following correspondence**

- Villager, D of E litter picking.  
*Action: The Parish Clerk to invite the villager to a future meeting to discuss further.*
- ROSPA Play Safety, Update on play inspection for Merlin Close. Noted.

**25/75. Matters for consideration at the next meeting**

- Update on planned landscape maintenance work at Keyser Road following an on site meeting
- Purchase of a maypole
- Wishlist for possible S106 money from the development of Bodicote House
- Tree work including the pruning of lower branches on trees on Town Furlong

**25/76. To note next meeting date and time**

Wednesday 16<sup>th</sup> July 2025 at 7.15pm

The meeting closed at 8.40pm