

**BODICOTE PARISH COUNCIL  
MINUTES OF A PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 16<sup>th</sup> JULY 2025**

**AT 7.15PM AT CHURCH HOUSE, CHURCH STREET**

**PRESENT:** Cllrs. J. Washburn (Chairperson), A. Conley, C. Elmitt, D. Hingley, P. Jackson, J. Sacha, J. Slade and C. Watts

Christine Coles (Parish Clerk)

**25/77. To receive apologies**  
Cllr Corrigan (personal)

**25/78. 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.

**25/79. 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.

**25/80. Acceptance of the minutes of the last meeting held on 18<sup>th</sup> June 2025**  
The minutes of the last meeting were approved and signed.

**25/81. Update on progress from the previous minutes**

- *Building materials being stored on Parish Council land.* Following some complaints about building materials being stored on PC land, the Parish Clerk contacted the builder. The materials have now been moved off the strip of land adjacent to the pavement.
- *Planned landscape maintenance work at Keyser Road following an on site meeting.* An on site meeting was held on 17<sup>th</sup> June with one resident. The three shrub beds were looked at and proposed work agreed. A price for the initial work will be obtained. Once the price is agreed the residents will be notified. A draft plan will be prepared later with the residents involvement and approval.

**25/82. County Council and District Council matters**

- *To receive reports from County and District Councillors*  
Cllr Hingley gave the following report. He was elected as a County Councillor in May and the Liberal Democrats won the majority at OCC. Flooding has been discussed and all gulleys will be cleared once a year. Building work at the back of Banbury Train Station is ongoing and there is now access from Tramway Road. The road junction at Bridge Street will be reshaped. There is a proposal for a temporary congestion Charge in Oxford and a consultation on part night lighting. The recycling bins have been placed at the front of Bodicote House. The area is being kept clean and tidy to date. The Local Plan is going to full Council for approval on 21<sup>st</sup> July.
- *To receive an update on Local Government Reorganisation.* There are three proposals from Cherwell District Council, Oxfordshire County Council and Oxford City Council. There have been open events and one Councillor attended one recently. Oxford City Council are proposing one new council and being one unitary which will cover Oxford and its green belt. It is its own entity and Oxford does bring a lot of wealth to the county.

Signed

Dated 17<sup>th</sup> September 2025

362

This work is taking a lot of the Officers time. Central government will make the final decision next year.

- *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 officer at CDC dealing with this matter.*  
*Action: The Parish Clerk to forward contact details to Cllr Hingley.*

**25/83. To receive an update in producing a Neighbourhood Plan**

A face to face meeting has been arranged with Cherwell District Council to discuss next steps now that the government funding has been withdrawn. To be discussed at the next meeting.

**25/84a. Planning matters; New applications**

- *24/03213//REM, Reserved matters application to 19/02350/OUT - Appearance, landscaping, layout and scale. The outline application was not an EIA application at Deerfields Farm, Canal Lane. It was agreed to support.*

**25/84b. Planning matters; determined**

- *25/01504/TCA, T1 x Yew- Crown raise 3m all round crown thin and dead wood 15%. T2 x Ash- Fell die back. T3 x Sycamore- crown raise 5m over neighbours garden. G1 x Ash and sycamore. Self set stem with heavy lean over neighbours garden - Fell G2 x Ash- Poor leaning specimens over green house. Fell at Hazelle, Goose Lane. No further comments or objections by CDC.*

**25/85. Governance**

- a) *To approve a debit card policy.* A new policy was circulated and approved. The debit card has been issued by Barclays now.  
*Action: The Parish Clerk to add the policy to the website.*

**25/86a. Financial/administration report**

- a) *To note up to date bank balances*

Total	£123,804.94 (excluding Bodfest a/c)
Business Premium Account	£82,797.35
Community Account	£200.00
<u>Business Premium Account</u>	<u>£40,807.59</u>
Business Premium Account (Bodfest)	£11,304.45

- b) *To note and agree the quarterly bank reconciliation to 30<sup>th</sup> June 2025.* The quarterly figures were checked by the Chair and Cllr Slade and the paperwork signed. A copy to be kept on file.
- c) *To consider the renewal of the three year servicing contract of the clock at St John The Baptist Church.* The cost of a three year contract with Smith of Derby Ltd is £926.00 & VAT or an annual payment of £339.00 & VAT. It was agreed to accept the three year contract.  
*Action: The Parish Clerk to confirm this with Smith of Derby Ltd.*
- d) *To discuss a wish list for S106 money from the development at Bodicote House.* A wish list has already been submitted for the development and upgrade of current facilities at Kingsfield. The village is lacking in community facilities. Cllr Slade had put forward some of her own ideas which will be shared.

**25/86b. 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:

- £82.50 to Mrs P Evett (litter picking)
- £2782.23 to Thomas Fox Landscaping (grass cutting in June)

Signed

Dated 17<sup>th</sup> September 2025

363

- £90.00 to Thomas Fox Landscaping (application of herbicide to wall at cemetery)
- £101.28 to Microshade Business Consultants Ltd (emails)
- £90.00 to Vision ICT (website)
- £807.76 to Parish Clerk (salary) and £72.60 to HMRC
- £100.59 to Parish Clerk (quarterly expenses)
- £60.00 to Bodicote Welfare Fund (hire of village hall and field for cycle event on July 19th)

**25/87. To discuss the following environmental matters**

- *To consider the quote to repair the fence in the Merlin Close play area.* A quote was received from WGT Fencing Ltd who changed the fence in the cemetery. The cost is £1130.00 & VAT. It was agreed to accept the price as WGT Fencing will repair the fence urgently. A commuted sum of money was given to the Parish Council when they took over ownership of the play area. This will be used.
- *To consider the quote to remove the dead cherry tree on Town Furlong.* A quote has been received to fell the dead cherry tree (£354.00 & VAT) & to grind the stump and surface (£270.00 & VAT). It was agreed to accept the quote as the work is urgent. A flyer will be delivered to houses on Town Furlong.
- *To receive an update on the overhanging vegetation in the alleyway from Chapel Lane to the High Street.* A site meeting was attended by Cllr Elmitt and the Parish Clerk. The overhanging vegetation was identified and the homeowner will apply for permission where it is needed or cut back what they can.
- *To discuss placing salt bins at different locations.* New salt bins can be ordered via Highways at a discounted rate but have to be ordered before delivery in November. Suggested locations included East Street/Weeping Cross and Broad Gap. There is salt being stored in the village from previous years.  
*Action: The Parish Clerk to find out how much salt there is left.*
- *To receive an update following the tree survey and proposed work.* A full tree survey was carried out in June 2024 and 129 trees were checked. Three quotes are now being obtained from local contractors for the work which can be done in the Autumn/winter time. To be discussed at the next meeting.

**25/88. To receive the following correspondence**

- OCC Highways, Preparing for Winter. Discussed.
- Drake Property, Update on the sale of the restaurant (formerly The Spice Room) on Church Street. The client is engaged in internal discussions regarding the potential to market the pub at a reduced price.
- Bloxham Parish Council, Bloxham Neighbourhood Development Plan – Consultation.
- Villager, Local Government Reorganisation. The village should be made aware of all the LGR proposals.

**25/89. Matters for consideration at the next meeting**

- Location for new litter bin on Oxford Road near to the garage
- Ownership of verge by allotments on Wykham Lane
- Quote to clean of Millenium sign

**25/90. To note next meeting dates and times**

13<sup>th</sup> August 2025 (TBC) and 17<sup>th</sup> September 2025

There being no other business the meeting closed at 8.35pm.

Signed

Dated 17<sup>th</sup> September 2025

364