

BODICOTE PARISH COUNCIL
MINUTES OF A PARISH COUNCIL MEETING
HELD ON WEDNESDAY 15TH OCTOBER 2025
AT 7.15PM AT CHURCH HOUSE, CHURCH STREET

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

Christine Coles (Parish Clerk)

25/112. To receive apologies

No apologies were received.

25/113. 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)*

No members of the public were present.

25/114. 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.

25/115. Acceptance of the minutes of the last meeting held on 17th September 2025

The minutes of the last meeting were approved and signed.

25/116. Update on progress from the previous minutes (for information only)

- *Planned landscape management at Keyser Road.* The Parish Council are awaiting a start date from Thomas Fox Landscaping.

25/117. County Council and District Council matters

- *To receive reports from County and District Councillors.*
Cllr Hingley gave the following report on behalf of the County and District. Work on Local Government Reorganisation continues. It has created lots of extra work for officers. A review of business rates is ongoing. Cherwell District Council (CDC) will be losing 40% of its revenue from Central Government. Oxfordshire is the third worst hit county. CDC have approved an efficiency programme to balance the budget. They want to improve the customer front door rather than make service cuts. There may be increases to garden waste costs. Two new 3G pitches have been put in Banbury. CDC funded a quarter of each pitch price and Banbury Town Council donated the land. A new 2 year grant for Banbury Museum has been approved. Heyford Park is one of the proposed twelve new towns but will not be a priority town. An application has been submitted for a Puy Du Fou theme park near Bicester. The appropriate infrastructure and motorway junctions will be considered. The Temporary Congestion charge in Oxford started on 29th October. 25 free permits are available to each resident and people can apply via the OCC website. The Dark Skies policy is being looked again. It will not be allowed in urban areas for safety reasons. To be discussed by this Parish Council in November.

Cllr Pattenden belongs to the Oxfordshire Health Board and they are working on a Joint Strategic Needs Assessment. This is where they look at population levels, schools and health data.

Action: Cllr Pattenden to send the link around.

- *To receive an update on the transfer of land south of Blackwood Place and Molyneux Drive and north west of Cotefield Farm.* The CDC legal team have sent an email and will be forwarding the Deed of Variation soon.

25/118a. Planning matters; New applications

- *25/02417/F, Single storey rear extension with associated internal and external works at 1 White Horses Close.* It was agreed to support.

25/118b. Planning matters; determined

- *25/01405/F, RETROSPECTIVE – Variation of Condition 2 (plans) of 23/03472/F – two storey side and rear extension (revised scheme) at 30 Blossom Field Road.* Granted by CDC.
- *25/01982/F, The conversion of the garage and link to the main house to form an annexe for permanent carer and additional alterations to extend and alter the layouts for disabled access in and around the property at Saint Brannock, 11 Sideleigh Road.* Granted by CDC.

25/118c. Other planning matters

- *Update on Enforcement No 2500331ENF, Tappers Farm.* There was no breach and the case is closed. An ongoing development case has been opened to ensure development continues in accordance with the plans.

25/119. To discuss next steps of the Neighbourhood Plan (NP) and consider the costs.

An online meeting was held with Parish Councillors, the Parish Clerk and Jon Herbert of Troy Planning & Design. Troy Planning can help with the next steps as they are the experts. Stage 4 is Vision, Objectives, Policy headlines and supporting documentation. The cost is £3150.00. Stage 5 is Local Green Space Assessment which the Parish Council can assist with. This price has been reduced to £1950.00. Seven Councillors agreed to proceed with the NP and two Councillors voted against. It was agreed to accept the costs and proceed with the NP.

Action: The Parish Clerk to contact the Planning Consultant.

25/120. Financial report

a) To note up to date bank balances

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|------------------------------------|-------------------------------------|
| Total | £133,827.67 (excluding Bodfest a/c) |
| Business Premium Account | £83,072.17 |
| Community Account | £200.00 |
| Business Premium Account | <u>£50,155.50</u> |
| Business Premium Account (Bodfest) | £10,857.64 |

- b) *To agree the half yearly bank reconciliation.* The paperwork was forwarded to the Chair and Cllr Slade and signed off. It reconciles with the half yearly bank statements.
- c) *To consider a payment under S137 expenditure (using ex Bodfest funds) to Bodicote Parish Council for the purchase of a maypole.* This payment of £500.00 has been agreed and will be transferred from the Bodfest funds into the Parish Council bank account.
- d) *To consider the purchase of a wreath for Remembrance Sunday.* It was agreed to purchase a wreath for Sunday 9th November.

25/121. To discuss the following village matters

a) *Setting up a youth forum.* Cllr Watts replied to the villager who had showed an interest in youth activities in the village. The Parish Council will engage with a youth group and support them and also be realistic about being able to deliver if a viable project comes forward.

b) *Organising a defibrillator training course.* A Community First Responder from Bloxham has come forward to put on a training course with 20 people. The cost is £250.00. Cllr Elmitt spoke of a free course that is available.

Action: Cllr Elmitt to get details of a free course to share.

c) *Carrying out another traffic survey.* The 20mph limit has been in for a few years but a lot of drivers do not stick to the speed limit. It was agreed to ask if two speed surveys can be carried out on Broad Gap and Wykham Lane. The cost is £190.00 & VAT for each survey. It was agreed to accept the cost.

Action: The Parish Clerk to arrange the surveys with Highways.

d) *Request for an additional bus stop in Church Street.* A villager has asked for a new bus stop in Church Street on the B3 bus route. Access was lost to a nearby bus stop when the B2 service was withdrawn in 2017. The nearest stops are too far for seniors, disabled and push chair users to access easily. OCC have agreed to the idea in principle but asked the Parish Council to contact the three closest residents for their views.

Action: The Parish Clerk to write to the closest residents.

e) *Traffic, speeds and dangerous junctions.* Traffic has increased around the village with the new housing developments. It is hard to turn safely out of Broad Gap. Buses do not travel at 20mph. The Parish Clerk has made contact again with Highways about a site meeting and is to forward a couple of dates.

Action: The Parish Clerk to write to Stagecoach about speed through the village.

25/122. 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 Vision ICT (website)
- £101.28 to Microshade Business Consultants (emails November)
- £101.28 to Microshade Business Consultants (emails December)
- £438.00 to Prysebros Ltd (weed killing)
- £984.98 to CDC (dog bin emptying)
- £82.50 to Mrs P Evett (litter picking August)
- £2122.18 to Thomas Fox Landscaping (mowing and strimming in September)
- £59.46 to Parish Clerk (expenses)
- £2536.92 To Parish Clerk (hours in August, September and October) and £439.04 to HMRC (Tax and NI)

25/123. Environmental matters

- *To discuss the overflowing litter bin outside the shop.* There has been a change in personnel at CDC recently and the bin has not been emptied as frequently as before. It has been overflowing quite a few times and looked untidy. It should be emptied weekly now.

25/124. To receive the following correspondence

- *Highways, Fix My Street Super User.* This would be a person who can report issues on the public highways and is trained to raise works orders, within criteria, for potholes, footpaths, kerbs and blocked drains. Orders go straight to the contractor for them to fix within 28 days. Cllr Watts offered to be the Super User.

Action: The Parish Clerk to let OCC know.

- *Opus Works, Minor Amendment to Parameter Plan – Land North East of Oxford Road, West of Oxford Canal and East of Bankside, Banbury.* The amended parameter plan relates to a minor alignment of the Spine Road running through the site. It does not change access points. The change has been made so that the Spine Road follows the route of a water main through the site which will allow for easier servicing. A planning application will be submitted to CDC soon. The Parish Council have made the following comments. They would like more attention to be given to views back from the Cherwell Valley with more tree planting along that boundary. There is concern to see more landscaping along the Oxford Road frontage.

Action: The Parish Clerk to forward these comments.

- *Parish Remuneration Report – To consider the CDC Parish Remuneration Report for 25/26.* The report was considered. It was agreed to pay mileage and subsistence when Councillors attend training courses.

25/125. Matters for consideration at the next meeting

- Part night lighting in Bodicote
- Replacement memorial bench in the cemetery

25/126. To note next meeting date and time

Wednesday 19th November 2025 at 7.15pm.

There being no other business the meeting closed at 8.25pm.

Signed

Dated 19th November 2025

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