

BODICOTE PARISH COUNCIL
MINUTES OF A PARISH COUNCIL MEETING
HELD ON WEDNESDAY 15th JULY 2026
AT 6.30PM AT CHURCH HOUSE, CHURCH STREET, BODICOTE

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

Christine Coles (Parish Clerk) and one member of the public

26/97. To receive apologies
None.

26/98. To meet representatives to discuss Wykham Park Farm Phase 2 Banbury
Sarah Greenall, Planning Manager of Catesby Estates and Eleanor Gingell of Smith and Jenkins (Planning Consultant) attended to discuss this development which is in Banbury but on the border of Bodicote. They thanked the Parish Council for the chance to attend this meeting. The site has already been allocated in the Local Plan and they have not had a pre meeting with CDC yet. They have already met Tudor Hall School and Banbury Town Council and are preparing evidence to support their planning application. They want to raise awareness of their environmental statement and find the best way to communicate with the community. They are two months behind in their timescale and will come back to a later PC meeting. 600 properties are proposed and access will be from Salt Way only. The rural corridor on Wykham Lane will be protected.

Councillors gave their views. Cllr Elmitt noted how Sor Brook, below the new development is ecologically depleted. There are drainage concerns. Cllr Hingley spoke about the impact on highways and infrastructure issues such as medical and flooding. The biodiversity of the countryside should be protected. Bodicote will not benefit from S106 money as the development is in Banbury. Sports field provision and pitches were discussed. This is being looked at but there are inconsistencies with policies. If there is a need which is not being met, they will look at it. There are different specifications for play spaces. They are looking at a single large space or smaller ones. The representatives were asked if Blackwell Drive has been built to serve this new development and extra volume of traffic. Transport consultants are involved and this will be checked. Access to public transport is important and being able to use buses and cycles.

Sarah Greenall and Eleanor Gingell both left the meeting at 6.45pm.

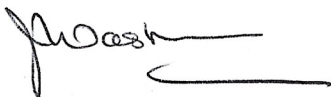
26/99. Public session (*Members of the public are invited to address the council. The session will last for a maximum of ten minutes with any individual contribution lasting a maximum of 3 minutes*)

A resident raised a couple of points. She asked for an update on the work at Keyser Road. She spoke about the Weeping Cross Memorial and the items that were left on it. A notice was put up and most items have been removed now to tidy it up. One resident complained but the Chair went to see him and explain. The lady spoke about the Neighbourhood Plan Consultation drop in events. She was surprised to see land included that belonged to her. The Parish Council had written to Crest Nicholson thinking they owned the land but they did not respond to say otherwise.

Signed

Dated 16th September 2026

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She felt the documents were not clear in 75 houses being allocated in the Local Plan on the Bodicote House site. There is no business policy suggested anywhere. There are a number of businesses in the village and this would support policies for sustainability and cohesion. This will be discussed when the PC review the consultation answers. Cllr Sacha gave an update on Keyser Road. A new planting plan was put together and agreed by the residents. The price was agreed and the work will be done in mid September. The rowan tree remains in place and apple trees are included in the new planting plan. There is a big emphasis on wildlife and wildflowers in the new plan.

- 26/100. 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.

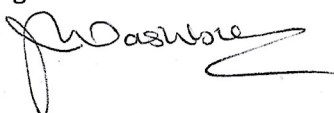
- 26/101. Acceptance of the minutes of the last meeting held on 15th June 2026**
The minutes were approved and signed as a true record.

- 26/102. Update on progress from the previous minutes (for information only)**
- *Planting at Keyser Road.* Thomas Fox Landscaping are proposing to do the work on 14th September and keep the area under control in the meantime with herbicide. The Parish Clerk will do a letter drop to residents in Keyser Road and close by.
Action: The Parish Clerk to carry out a letter drop.

- 26/103. County Council and District Council matters**

- *To receive reports from County and District Councillors*
Cllr Hingley gave the following report. The outcome of the Local Government Reorganisation (LGR) will be known tomorrow (16.07.26). This is an important milestone. It will take a lot of time and effort with the new council. Devolution plans for the Thames Valley Authority have halted. There is no update with the Bodicote House site and a meeting with the CDC legal team will happen soon. Cllr Hingley will share details on Oxfords Traffic Filters. All households will have 25 permits. The work at Cherwell Street will be finished in the first half of August. The work by Power On was finished quickly.
Cllr Pattenden gave the following report. Funding to improve Banbury Town Centre has been approved. He spoke of the amazing work carried out at The Hill Youth and Community Centre on Bretch Hill. It was set up by Banbury Community Church and supports vulnerable people. The funding has come to an end but a Community Interest Company has been set up to continue its great work. Cherwell District Council are waiting for an outcome on the Local Plan. An email has been received about CDC Designation and what it means. This relates to work carried out in 2023-25 and recent comments made have been unfair. CDC are taking measures to combat the issues.
- *OCC, Warm Homes Local Grant Scheme.* Details are on the village website.
- *OCC, General review of speed limits on Oxfordshire's rural A and B class road network - Stakeholder consultation - Cherwell district.* This review is being carried out as part of the Council's Vision Zero road safety programme. The main focus of the review is to reduce the risks to all road users, other benefits may include an improved environment including reduced emissions and noise. The last general review was completed in 2011 and they are applying the current Department for Transport (DfT) guidance on setting local speed limits. The current speed limit on the A4260 between Adderbury and Bodicote is 40mph. This is consistent with DfT guidance. Feedback from the 20mph programme will be reviewed in the summer.

Signed



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It was agreed to ask if Wykham Lane can be reviewed as the current speed is 20mph and then it changes to 60mph.

- *CDC, Designation and What This Means for Parish Councils.* A full explanation has been given following the recent designation of the Council in relation to major planning applications.
- *CDC, Cherwell Local Plan Examination.* A new inspector has been appointed to conduct the examination.

26/104. To receive an update on work on the Neighbourhood Plan

Work is ongoing. There is a new consultation on planning policies and wider projects. Two drop in events were held at Church House in June. The consultation ends on Friday 17th July 2026.

26/105. To receive an update on the transfer of land south of Blackwood Place and Molyneux Drive and north west of Cotefield Farm

Cala Homes have taken legal advice from their own planning solicitors and have been instructed to proceed with the transfer of the land directly to Cherwell District Council.

Action: The Parish Clerk to query with CDC why they paid £2K for a Deed of Variation in May 2025.

26/106. Planning matters; New applications

- *26/01365/F, Replacement of existing single prefabricated garage with a double garage at Swifts Cottage, 21 High Street.* No objection with comments.
- *26/01541/F, Single storey flat roofed rear extension enlarging the existing living room at White Lodge, Chapel Lane.* It was agreed to support.
- *26/01584/TCA, T1 x Sycamore - Fell standing close to stone boundary walls at Hazelle, Goose Lane.* Councillors queried whether this tree is on land that belongs to them.
Action: The Parish Clerk to query this with the CDC Tree Officer.
- *26/01610/TPO, T1- Lime Tree - Crown lift to Approx 5m Following BS3998 - Subject to TPO 07/2006 at Maple House, The Rydes.* It was agreed to support.

The member of the public left the meeting at 7.20pm.

26/106a. Planning matters: Determined

- *26/01135/TPO, Ash Trees x 2 - to have 3 metres removed from branches overhanging patio area - subject to TPO 3/2005 at Maplewood, 3 White Horses Close.* Granted by CDC.

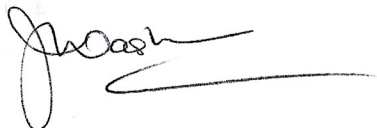
26/107. Administration matters

- a) To agree updates to the burial regulations.* The regulations were updated to include an updated B. 'A person at the time of death can prove that they are an ex-parishioner having at least ten years residence in the civil parish of Bodicote'. D. to include 'grandchild'. H to read 'A person, who, in the opinion of an at the absolute discretion of Bodicote Parish Council has some other valid and compelling reason'. These updates were all agreed.

Signed

Dated 16th September 2026

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26/108. Financial report

a) To note up to date bank balances

Total	£106,063.16(excluding Bodfest a/c)
Business Premium Account	£32,183.81
Community Account	£148.00
<u>Business Premium Account</u>	<u>£73,731.35</u>
Business Premium Account (Bodfest)	£6,204.26

b) To review Q1 spend versus the budget. A budget sheet was produced from the new accounting software and circulated. The Parish Council are working to budget.

Action: The Parish Clerk to attach the budget sheet to these minutes.

c) To approve a payment of £500.00 from the ex-Bodfest allocation to Bodicote Football Club to purchase portable goals. It was agreed to process the payment.

d) To approve the joint/reduced cost to fell the oak and cherry tree on Town Furlong. A reduced cost of £748.00 & VAT was quoted to fell the two trees together and stump grind. It was agreed to accept this cost.

26/109. Cemetery matters

- To consider the quotation to sand two benches and repair the damaged wall. Two quotes were received to sand the two benches. It was agreed to accept the cheaper quote of £345.00 to sand the two benches and repair the damaged wall.

26/110. Village matters

- To consider the purchase and position of extra grit bins. Residents were previously asked to suggest new locations for grit bins. Suggested locations were on the Cotefield Estate but this is still under the developers control. The other location was Weeping Cross but a new bus shelter may go here.
 - To consider plans for Christmas including a tree and decorations. A permanent tree could be planted outside the shop and decorated with lights which would be run off a car battery. Lights could be placed around the Millenium sign and run off a car battery.
- Action: Cllr Slade to get prices of a permanent tree and lights.

26/111. Passing of invoices for payment

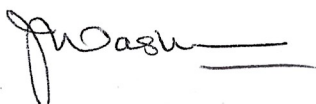
The Chair proposed that the following accounts be approved for payment, seconded by Cllr Jackson and carried unanimously. **IT WAS RESOLVED** that these payments be made:

- £116.88 to Microshade Business Consultants (emails August)
- £44.40 to Starboard Systems Ltd (Scribe accounts for July)
- £44.40 to Starboard Systems Ltd (Scribe accounts for August)
- £97.50 to Mrs P Evett (litter picking June)
- £103.50 to Vision ICT (website July)
- £103.50 to Vision ICT (website August)
- £2904.79 to Thomas Fox Landscaping (grass cutting and strimming)
- £57.60 to Thomas Fox Landscaping (temporary fuel surcharge for June)
- £866.80 to Parish Clerk (hours for June) and £87.40 to HMRC (for July)
- £53.00 to the Parish Clerk (SLCC membership)
- £147.99 to Argos (4TB Portable hard drive)
- £358.80 to Starboard Systems Ltd (Accounts package)

Signed

Dated 16th September 2026

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26/112. To receive the following correspondence

- CDC, Bloxham Modified Neighbourhood Plan- Regulation 18 Decision Notice. Noted.
- Highways, A volunteer FixMyStreet Super User. A new Super User is needed.

26/113. Matters for consideration at the next meeting

Sweeping of paths

26/114. To note next meeting date and time

Wednesday 16th September 2026 at 6.30pm (new start time)

Signed

Dated 16th September 2026

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A handwritten signature in black ink, appearing to read 'J. Walsh', followed by a horizontal line.

Bodicote Parish Council - Quarter 1
(01/04/2026 to 30/06/2026 - All Cost Centres and Codes)

1st Quarter						
	Budgeted receipts	Actual receipts	Receipts Variance	Budgeted payments	Actual payments	Payments Variance
Administration						
11 011			(N/A)	750.00	2,113.54	-1,363.54(-181%)
Sub Total for Administration			(N/A)	750.00	2,113.54	-1,363.54(-181%)
Bank Interest						
22 22	125.00	320.93	195.93(156%)			(N/A)
Sub Total for Bank Interest	125.00	320.93	195.93(156%)			(N/A)
Bodicote Circular Walk						
17 017			(N/A)	250.03		250.03(N/A)
Sub Total for Bodicote Circular Walk			(N/A)	250.03		250.03(N/A)
Church Clock						
9 009			(N/A)			(N/A)
Sub Total for Church Clock			(N/A)			(N/A)
Clerks Expenses						
2 002			(N/A)	87.50	142.82	-55.32(-63%)
Sub Total for Clerks Expenses			(N/A)	87.50	142.82	-55.32(-63%)
Clerks salary						
1 001			(N/A)	2,749.97	2,862.60	-112.63(-4%)
Sub Total for Clerks salary			(N/A)	2,749.97	2,862.60	-112.63(-4%)
Elections						
15 015			(N/A)			(N/A)
Sub Total for Elections			(N/A)			(N/A)
Emails						
12 012			(N/A)	375.00	292.20	82.80(22%)
Sub Total for Emails			(N/A)	375.00	292.20	82.80(22%)
Grass and Vegetation - Maintenance						
3 003			(N/A)	2,875.03	3,200.31	-325.28(-11%)
Sub Total for Grass and Vegetation - Maintenance			(N/A)	2,875.03	3,200.31	-325.28(-11%)
Grass cutting						
23 22	2,140.00	2,139.82	-0.18(-0%)			(N/A)
Sub Total for Grass cutting	2,140.00	2,139.82	-0.18(-0%)			(N/A)
Maintenance of cemetery						
7 007			(N/A)	1,000.03	941.62	58.41(5%)
Sub Total for Maintenance of cemetery			(N/A)	1,000.03	941.62	58.41(5%)
Maintenance of churchyard						
6 006			(N/A)	1,000.03	450.10	549.93(54%)
Sub Total for Maintenance of churchyard			(N/A)	1,000.03	450.10	549.93(54%)
Memorial Fees						
19 001	150.00	360.00	210.00(140%)			(N/A)
Sub Total for Memorial Fees	150.00	360.00	210.00(140%)			(N/A)
Merlin Close play area						
8 008			(N/A)			(N/A)
Sub Total for Merlin Close play area			(N/A)			(N/A)
Neighbourhood Plan						
16 016			(N/A)	3,150.00	5,450.00	-2,300.00(-73%)
Sub Total for Neighbourhood Plan			(N/A)	3,150.00	5,450.00	-2,300.00(-73%)

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(01/04/2026 to 30/06/2026 - All Cost Centres and Codes)

	1st Quarter					
	Budgeted receipts	Actual receipts	Receipts Variance	Budgeted payments	Actual payments	Payments Variance
Newsletter						
14 014			(N/A)	250.00		250.00(N/A)
Sub Total for Newsletter			(N/A)	250.00		250.00(N/A)
Other						
18 018	125.00		-125.00 (N/A)			(N/A)
Sub Total for Other	125.00		-125.00 (N/A)			(N/A)
Parish Maintenance repairs						
4 004			(N/A)	2,374.97	922.07	1,452.90(61%)
Sub Total for Parish Maintenance repairs			(N/A)	2,374.97	922.07	1,452.90(61%)
Precept						
20 002	20,069.50	20,069.50	(0%)			(N/A)
Sub Total for Precept	20,069.50	20,069.50	(0%)			(N/A)
Section 137						
10 010			(N/A)		2,000.00	-2,000.00(N/A)
Sub Total for Section 137			(N/A)		2,000.00	-2,000.00(N/A)
Street furniture						
5 005			(N/A)	1,125.00	290.27	834.73(74%)
Sub Total for Street furniture			(N/A)	1,125.00	290.27	834.73(74%)
VAT						
21 003	1,500.00	8,224.75	6,724.75(448%)			(N/A)
Sub Total for VAT	1,500.00	8,224.75	6,724.75(448%)			(N/A)
Website						
13 013			(N/A)	349.97	510.30	-160.33(-45%)
Sub Total for Website			(N/A)	349.97	510.30	-160.33(-45%)
TOTALS.....	24,109.50	31,115.00	7,005.50(29%)	16,337.53	19,175.83	-2,838.30(-17%)
NET Variance Quarter 1						4,167.20

fw
16.09.2026