

**BODICOTE PARISH COUNCIL
MINUTES OF A PARISH COUNCIL MEETING
HELD ON WEDNESDAY 16TH SEPTEMBER 2026
AT 6.30PM AT CHURCH HOUSE, CHURCH STREET, BODICOTE**

PRESENT: Cllrs. J. Washburn (Chairperson), C. Elmitt, P. Jackson, J. Sacha, J. Slade and D. Hingley (arrived at 7.10pm)

Christine Coles (Parish Clerk)

26/117. To receive apologies

Cllr Conley (personal)

26/118. 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.

26/119. 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.

26/120. Acceptance of the minutes of the last meeting held on 15th July 2026
It was **RESOLVED** that the minutes be accepted as a true record and were signed by the Chair of the meeting.

26/121. Update on progress from the previous minutes (for information only)
Planting at Keyser Road – Most of the planting work has been done and Cllr Sacha met the contractor as work started. There is one tree to be planted to replace the dead rowan tree.

26/122. County Council and District Council matters

- *To receive reports from County and District Councillors.* Cllr Hingley was not present and his report is at the end of the minutes.
- *OCC, Request for feedback on 20mph schemes – Cherwell.* Councillors feel the 20mph is hopeless. The limits are not adhered to and are not enforceable. The change of speed on Wykham Lane from 20mph to 60mph is too harsh.
Action: The Parish Clerk to write to OCC about the speed in Wykham Lane after the 20mph limit to ask if it can be reduced or a buffer zone created.

26/123. To receive an update on work on the Neighbourhood Plan

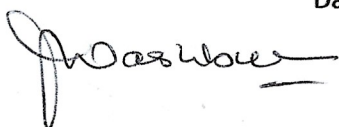
A consultation including drop in events to present ideas, policies and projects was held in June/July and the results were received. Attendance at the drop in events was not as hoped. The Local Green Space report was updated with timings given for the rest of the plan. A draft Neighbourhood Plan has been received with tracked changes.

Action: Councillors to read the draft plan and changes are to be passed to the Planning Consultant.

Signed

Dated 21st October 2026

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26/124. To receive an update on the transfer of land south of Blackwood Place and Molyneux Drive and north west of Cotefield Farm.

There is no update. The Parish Clerk had written to Cherwell District Council after the last meeting to ask why £2K was paid in May 2025 for a Deed of Variation and is one needed now? There has been no response.

Action: The Parish Clerk to forward the latest email to Cllr Hingley who will chase this again with the legal department at Cherwell District Council. If no response is received by the next meeting the Parish Council will write a strong letter to CDC to say they want to withdraw from the process completely.

26/125. Planning matters; New applications

- 26/01468/F, Single storey attached double garage including demolition of existing garage at 68 Oxford Road. Supported by PC.
- 26/01722/CLUE, Certificate of Lawfulness of Existing development for a single detached garage at 28 High Street. Supported by PC.
- 26/01979/TPO, T1 Walnut - Reduction of canopy by up to 3m to bring away from the property - additional pruning to balance the crown may be required. Thin canopy by 15% - subject to TPO 03/2021 at Paddock House, Paddock Farm Lane. It was agreed to support.
- 26/02155/F, Single storey front extension with associated internal and external works at 1 Blackwood Place. It was agreed to support.
- 26/02210/DISC, Discharge of Conditions 5 (Stone Sample Panel), 6 (Brick Sample Panel), 7 (Architectural Details), 8 (Tile/Slate Sample), 9 (Chimney Details), 10 (Boundary Treatment) and 17 (Staggered Barriers) of 24/03213/REM at Deerfields Farm, Canal Lane.

26/125a. Planning matters: Determined

- 26/01584/TCA, T1 x Sycamore - Fell standing close to stone boundary walls at Hazelle, Goose Lane. No further objections or comments by CDC.
- 26/01610/TPO, T1- Lime Tree - Crown lift to Approx 5m Following BS3998 - Subject to TPO 07/2006 at Maple House, The Rydes. Granted by CDC.
- 26/01541/F Single storey flat roofed rear extension enlarging the existing living room at White Lodge, Chapel Lane. Granted by CDC.

26/126. Administration matters

- a) To approve the appointment of the Internal Auditor for this financial year 2026-27. SD Audit and Consultancy have quoted £265.00 plus travel if required. It was **RESOLVED** to accept this quote.

Action: The Parish Clerk to confirm the appointment.

26/127. Governance

- a) To note the Councillor resignation. Khym Corrigan has resigned from the Parish Council. There will be two vacancies to fill.

Action: The Parish Clerk to notify Cherwell District Council and advertise the vacancy.

26/128. Financial report

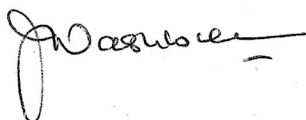
- a) To note up to date bank balances

Total	£101,196.74(excluding Bodfest a/c)
Business Premium Account	£27,286.89
Community Account	£178.50
<u>Business Premium Account</u>	<u>£73,731.35</u>
Business Premium Account (ex Bodfest money)	£5,704.26

Signed

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The total bank balance includes a commuted sum of £31,873.00 for the play area at Merlin Close which was first awarded in 2019.

b) To consider the cost to part fund a new bus shelter for White Post Road

Oxfordshire County Council have agreed to part fund a new bus shelter on White Post Road. The cost to Bodicote Parish Council is £4052.00 & VAT. It was **RESOLVED** to accept the quote.

Action: The Parish Clerk to place the order.

c) To consider the costs for new village gateways.

The cost for one gate on Oxford Road, two on White Post Road and one on Wykham Lane will cost £8401.74 & VAT. It was **RESOLVED** to accept the quote.

Action: The Parish Clerk to place the order.

d) To note the salary award for the Parish Clerk agreed by the National Joint Council for Local Government Services (NJC)

The award is 3.3% and will be backdated to 1st April 2026.

e) To note the advertising of the availability of S137 funds

The advert will be put on the website and noticeboard. Applications are to be submitted between 1st October and 31st December and will be considered after Christmas.

26/129. 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:

- £144.40 to Flotek Ltd (IT for July)
- £103.14 to Flotek Ltd (IT for August)
- £99.60 to Playsafety Ltd (Merlin Close play area inspection)
- £44.40 to Starboard Systems Ltd (Scribe accounts for September and October – direct debit)
- £97.50 to Mrs P Evett (litter picking July)
- £105.00 to Mrs P Evett (litter picking August)
- £103.50 to Vision ICT (website September)
- £2313.18 to Thomas Fox Landscaping (grass cutting and strimming)
- £57.60 to Thomas Fox Landscaping (temporary fuel surcharge for July)
- £1801.86 to Parish Clerk (hours for Aug/Sept) and £296.86 to HMRC
- £417.52 to Thomas Fox Landscaping (mowing in the churchyard and cemetery)
- £124.80 to Parish Online (mapping software)
- £21.50 to Cherwell District Council (removal of fly tipped freezer in cemetery)
- £897.60 to Cotefield Treecare (removal of two dead trees)
- £83.00 to Institute of Cemetery and Crematorium Management (membership)
- £345.00 to Mr P Lester (repair of benches and wall in cemetery)
- £1230.00 to Troy Hayes Planning (NP work)
- £60.00 to Vision ICT (Renewal of SSL certificate)
- £54.00 to J Gardner (autumn plants for bed on Wykham Lane)
- £600.00 to Vergobee (bee hive rental)

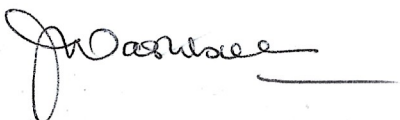
26/130. Village matters

- *To note approval of the quote to fell the dead rowan tree on Keyser Road and three small saplings on Town Furlong and land between Broad Gap and The Rydes. The quote is £416.00 & VAT. It was **RESOLVED** to accept the quote.*

Signed

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- To discuss an additional bus stop near to Fairholme House. A parishioner contacted Oxfordshire County Council (OCC) directly to ask if a bus stop can be placed here. Councillors agreed to the request which OCC will sort out.

Action: The Parish Clerk to reply to OCC.

- To discuss repairs and tree work in the Merlin Close play area following the inspection. ARD Playgrounds have quoted £289.00 to adjust the gate and £340.00 to seal the carpet surface. It was **RESOLVED** to accept the quote. The Parish Clerk had contacted the developer next door about overgrown vegetation. They gave permission for the Parish Council to cut the overhanging branches. A quote from Cotefield Treecare to do this work was £354.00 & VAT. It was **RESOLVED** to accept the quote.

Action: The Parish Clerk to confirm the work with ARD Playgrounds and Cotefield Treecare.

26/131. Cemetery matters

- To discuss security and installation of CCTV cameras and repair of damaged wall. The wall in the cemetery was repaired and then damaged a second time. It was agreed to get a quote to repair the wall and put an 8 x 8 wooden post with a reflective strip on where the wall has been knocked. A CCTV camera with signage will be placed opposite the entrance/exit.

Action: The Parish Clerk to get a quote for this work.

Cllr Hingley arrived at 7.10pm.

Cllr Hingley gave the following District and County report. The draft Local Plan is with the Inspector. Councillors mentioned the Bodicote House site which appears derelict and uncared for. Cllr Hingley to pass these comments on and ask if the area can be made tidy. A planning application is being put together. The Bloxham Neighbourhood Plan passed its referendum with 85% attendance. Local Government Reorganisation (LGR) has been paused and all councils are upset. The budget process will start for 2027-28 and the consultation will take place in December. The new Prime Minister is keen on devolution. Mayoral Authorities will not be affected by the pause in LGR. The Cherwell Planning Committee met today to discuss Site A, the MOD site at Piddington. There are difficulties with fridge and freezer collections as the site is closing. Traffic filters in Oxford begin soon. Each household has 25 permits. Botley Road in Oxford reopens on 20th September. The money from congestion charges is being reinvested. Cllr Hingley has a Councillor Priority Fund and he will check if it can be used for the village gates. Town centre parking was discussed as a Councillor had read that a Council in another area want to charge businesses who offer the free parking perk to raise extra money. She referred to the car park that CDC officers use by the Mill which is often empty. She asked if the time limit could be lengthened nearby to help people who have to pay to park and use facilities like the Mill.

Action: Cllr Hingley to find out more about parking.

26/132. To receive the following correspondence

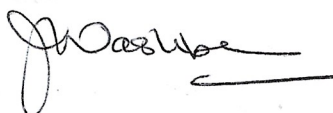
- Highways, Road closure on Rookery Close on 16.09.26. Noted.
- Highways, Road closure on Red House Road on 16.09.26. Noted.
- Member of the public, New housing on Wykham Lane. Noted.
- Thomas Fox Landscaping, Fuel surcharge update. Thomas Fox have thanked the Parish Council for their continued support. The cost had dropped before the summer period so the surcharge for August was reduced by 50%. The charge will be looked at in September.

Action: The Parish Clerk to arrange a meeting with Thomas Fox.

Signed

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- *Villager, Junction of Cotefield Drive joining Seedling Road.* The junction of this road requires attention and was reported some time ago. The Parish Clerk has chased the developer again.

26/133. Matters for consideration at the next meeting

To start discussions for setting the precept 2027/28
Christmas tree and lights for the Millenium sign

26/134. To note next meeting date and time

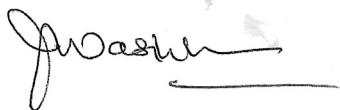
Wednesday 21st October 2026 at 6.30pm.

There being no other business the meeting closed at 8.03pm.

Signed

Dated 21st October 2026

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