BODICOTE PARISH COUNCIL
MINUTES OF A PARISH COUNCIL MEETING
HELD ON WEDNESDAY 21st OCTOBER 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 two members of the public

26/135. To receive apologies
None were received.

26/136. 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)*
Two members of the public were present who live at Wykham Farm, off Wykham Lane which is adjacent to the proposed Banbury H2 development. Wykham Farm used to be in the parish of Bodicote but was moved into Banbury. The residents still feel part of this parish. This is a big development that has not been approved yet and will border their property. Flyers were distributed by Catesby Developments. They will be objecting as their property is a listed building and it is to protect the environment. They would prefer no development but if approved they would like a wide border and the houses to be as far to the west as possible. There are local flood management issues and the bridge under Tudor Hall School has flooded in the past. This site is in the emerging Local Plan but the Local Plan has not been approved yet. Dates have been booked for the Local Plan Hearing Sessions to take place in January/February 2027. The Parish Council cannot comment until they receive the planning application and anyone can make their own representations. The developer confirmed at the PC meeting in July that there will be no access onto Wykham Lane. The rural character of Wykham Lane is important and there should be wide green spaces between the development and Wykham Lane. The application is for 625 houses but earlier documents state 600 houses. Cllr Hingley noted there are policies to protect village boundaries and infrastructure is important when new development happens. There are new changes to the National Planning Policy Framework (NPPF) which favour developers.
Action: The Parish Clerk agreed to let the members of the public know when the Parish Council receive the planning documents.

26/137. 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.

26/138. Acceptance of the minutes of the last meeting held on 16th September 2026
It was **RESOLVED** that the minutes be accepted as a true record and were signed by the Chair of the meeting.

26/139. Update on progress from the previous minutes (for information only)
- New village gates – These have been ordered.
- New bus shelter for White Post Road – This has been ordered.

- Highway meeting – The Parish Clerk has made contact again to try and arrange a site meeting.

26/140. County Council and District Council matters

- *To receive reports from County and District Councillors*
  Cllr Hingley reported that Local Government Reorganisation has been paused and there is no update. Hearing dates have been set for the examination of the Local Plan. In planning, there are more restrictive powers taking powers away from Local Councils. More applications will be decided by officers and this is to make planning as easy as possible. There is no update on the Bodicote House site. Both Bishop Loveday School and Bodicote Welfare Fund will be applying for S106 money. Overnight parking charges have been ruled out in Banbury. There is a bus consultation and the deadline to respond is 17th November. There will be roadworks on Oxford Road by Weeping Cross for two weeks. Traffic will be monitored during this time. There was a shortfall in business tax last year which was covered but there will another shortfall this year.
- *CDC, Cherwell Local Plan Examination - Stage 2 Hearings.* Dates have been fixed for the Stage 2 Hearing sessions of the examination. These will take place during w/c 11th January, 18th January 2027 and 1st February 2027.
- *OCC, Oxfordshire Casualty Report 2025.* This report is available on the OCC public website.
- *CDC, Cherwell Parish Liaison Meeting on 11th November.* This is an online meeting which the Parish Clerk will attend.

26/141. To receive an update on work on the Neighbourhood Plan

Changes have been made to the draft Neighbourhood Plan. Troy Planning are waiting for a response from Cherwell District Council as to whether a full Strategic Environment Assessment (SEA) is likely to be required for the Bodicote House site.

26/142. 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. It was agreed to send a firm letter to the Chief Executive of Cherwell District Council noting the transfer has still not happened, there has been little contact and the Parish Council would like this matter sorted out quickly.

26/143. Planning matters; New applications

- *26/02290/DISC, Discharge of Conditions 3 (Landscape & Ecological Plan), 4 (Lighting Strategy) and 12 Landscape Scheme) of 24/03213/REM on land rear of Deerfields Farm, Canal Lane*. It was agreed to support.
- *26/01259/REM, Approval of reserved matters associated with planning permission ref. 19/01047/OUT dated 06 March 2025 (amended by planning permission ref. 25/02738/F dated 16 January 2026) for the construction of a spine road with associated drainage infrastructure, including sustainable drainage systems, pumping stations, and ancillary utilities to support the wider comprehensive development of the site on land North East of Oxford Road West of Oxford Canal and East of Bankside.* It was agreed to support.
- *26/02582/TPO, Sycamore - Thin crown by 20% and reduce overall height/width by 3m - subject to TPO 3/2005 at Maplewood, 3 White Horses Close.* It was agreed to support.
- *26/02344/F, Conversion of existing garage to an accessible annexe providing a bedroom, living room and ensuite. Associated changes to fenestration at 2 Cherwell Gate.* No objection by PC.

26/143a. Planning matters: Determined

- *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.* Granted by CDC.
- *26/01468/F, Single storey attached double garage including demolition of existing garage at 68 Oxford Road.* Granted by CDC.

26/144. Administration matters

- *To discuss the next newsletter.* It was agreed to produce a newsletter in the New Year.

26/145. Financial report

a) To note up to date bank balances up to 30th September 2026

Total	£108,317.05 (excluding Bodfest a/c)
Business Premium Account	£34,214.19
Community Account	£178.50
Business Premium Account	£73,924.36
Business Premium Account (ex Bodfest money)	£5,720.07

b) *To discuss the process to apply for grants from the ex Bodfest money allocation*. A complaint was made following a recent funding application. It was agreed that new contact details should be forwarded, the form is to be put on the Parish Council website and details shared of the whole process when applications are submitted.
Action: The Parish Clerk to ask for this information.

c) To note the closure of the External Audit and points raised
The audit has been concluded. Points raised included Assertion 7 of Section 1 which should have been answered 'no'. A 'yes' response was recorded at Assertion 10 that the council had put in place arrangements for the effective IT and data management. Since control objective 'O' of the Internal Auditors report had been answered 'no' they would have expected the Parish Council to record 'no' which would have been consistent with the Annual Internal Auditors report. Insufficient information was provided with regards to significant variances. The Parish Clerk did explain significant variances as best she could but more questions are always asked. Some documents on the website for previous years were incorrect. These have been corrected now.
Action: The Parish Clerk to place the External Audit report and Certificate and Notice of Conclusion of Audit on the website and noticeboards.

d) *To review Quarter 2 spend with the budget.* A Quarter 2 spend spreadsheet showing income and expenditure was circulated.
Action: A copy to be attached to these minutes.

e) *To approve a training course for the Parish Clerk.* The course is 'Get Your AGAR approved first time' and the cost is £50.00. It was **RESOLVED** to approve for the Clerk to attend.
Action: The Parish Clerk to book the course.

f) To start discussions of the precept for 2027/28
The precept for 2027/28 has to be set by early January. Current bank figures include a commuted sum for the play area at Merlin Close. Some major spend is due soon for the village gates and new bus shelter. This will all be considered when discussing the precept for next year.

g) *To consider the quote to repair the cemetery wall and install two wooden posts.* The quote is £175.00. It was **RESOLVED** to accept the cost.

26/146. 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:

- £124.80 to Local Authority Technology CIC (mapping software)
- £103.14 to Flotek Ltd (IT for October)
- £44.40 to Starboard Systems Ltd (Scribe accounts for November – direct debit)
- £105.00 to Mrs P Evett (litter picking September)
- £103.50 to Vision ICT (website October)
- £278.75 to Bodicote Church House (hire of hall for meetings)
- £283.20 to Cotefield Treecare Ltd (removal of dead trees and saplings)
- £216.00 to Cotefield Treecare Ltd (Stump grinding on Keyser Road)
- £640.80 to Cotefield Treecare Ltd (cutting back of vegetation in Merlin Close play area)
- £409.50 to Moore (External Audit)
- £5466.17 to Thomas Fox Landscaping (planting on Keyser Road)
- £2475.78 to Thomas Fox Landscaping (grass cutting)
- £57.60 to Thomas Fox Landscaping (Temporary Fuel Surcharge for September) *
- £462.00 to Prysebros Ltd (weed control)
- £984.98 to Cherwell District Council (dog bin emptying)
- £2100.00 to Troy Hayes Planning Ltd (Neighbourhood Plan work)
- £974.52 To Parish Clerk (hours for October) and £11.40 To HMRC
- £87.24 to Parish Clerk (expenses)
- £234.00 to Edd Frost & Daughters (overcharge of cremation plot)
- £36.00 to J Gardner (autumn plants for the bed on Wykham Lane - amended cost)

*The payment for the temporary fuel surcharge will not be paid until the meeting has taken place with Thomas Fox Landscaping.

Thanks was given to Lynette Langley for helping with the flower bed on Wykham Lane.

26/147. Village matters

- *To discuss the hedge between Canal Lane and Longford Park*. The hedge is damaged and being used as a cut through.
  Action: The Parish Clerk to find out ownership of the hedge.
- *To discuss preparations for Christmas*. Lights will be put on the Millennium sign.
  Action: Cllr Sacha to get an update on obtaining a 3m tree.

26/148. Highway matters

- *Blocked drain outside the Plough PH*. This was reported on Fix My Street. Highways were unable to complete the full repair due to difficulties accessing the area of concern. A permanent repair is scheduled and will be carried out once access is resolved.

26/149. To receive the following correspondence

- *Thomas Fox Landscaping, September 2026 Fuel surcharge update.* A meeting has been arranged with Thomas Fox Landscaping to discuss excessive costs, the fuel surcharge and environmental initiatives.
- *Update on proposed bus stop outside Fairholme House.* The stop will be placed on land owned by Fairholme House. OCC have contacted the land owner.

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- *OPFA AGM 2026, Report on the proposed future of OPFA's information and advice service.* Noted.
- *Villager, Remembrance events on 8th November 2026.* There will be two events and details have been put on the website and noticeboards. They will be attended by some Parish Councillors.

26/150. Matters for consideration at the next meeting
Setting of the precept for 2027/28
Moving the bin from Broad Gap

26/151. To note next meeting date and time
18th November 2026 at 6.30pm.

There being no other business the meeting closed at 8pm.

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