

WESTON ON THE GREEN PARISH COUNCIL

MINUTES - DRAFT

For the meeting of Parish Council, held in Village Hall on Wednesday 1st April 2026

Meeting Number 26.434

Note for information: Cherwell District Council – CDC, Oxfordshire County Council - OCC

Public Participation

There was nothing to note.

26.434.1 To Receive: Apologies for non-attendance

Councillors Bohm (DB), Davies (SD), Rowan (TR), Miller (JM), Aldridge (MA) and Williams (DW) were in attendance.

Councillor Gordon (Oxfordshire County Council) was in attendance for part of the meeting, however, Councillor Coton (Cherwell District Council) was not in attendance

4 members of the public were in attendance.

26.434.2 To Receive: Declarations of Interest

Councillor Miller declared an interest in agenda item 9, regarding the Neighbourhood Plan review discussion.

26.434.3 To Receive & Approve: Minutes of the Parish Council meeting held on 4th March 2026 (DB)

The minutes of the Parish Council meeting held on 4th March 2026 were discussed; two minor changes had been made since the draft minutes were circulated.

The resolution to approve the minutes for the Parish Council meeting held on 4th March 2026 was proposed by DB and seconded by MA. The motion was supported unanimously by the Council.

Action: Clerk to present minutes to Chair to sign, then file and upload to the web.

26.434.4 For Information: Chair report (DB)

DB highlighted there has been an increase in concerns from residents reported over the past month. Key issues include:

- Fly-tipping: increasing incidents along rural roads, with frustration expressed regarding both the presence of waste and delays in its removal.
- Potholes: ongoing deterioration of road surfaces, with previously repaired potholes reopening after rainfall. Reports continue to be submitted via Fix My Street, particularly concerning the road towards Islip.
- Vehicle Headlights: concerns raised regarding overly bright headlights affecting visibility and safety, particularly during winter evening driving.

It was requested that these matters be raised by our District and County Councillors.

An incident involving a homeless individual sheltering in St Mary's Church for several nights was noted. While local residents provided support, concerns were raised regarding the delayed response from Neighbourhood Police and lack of attendance from other relevant authorities.

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No updates have been received from CDC regarding enquiries about bus shelters in a Conservation Area or concerns relating to the Stoneyfield planning approval. No response has been received from the developer either.

It was noted that this was Councillor Susan Davis' final meeting as a Parish Councillor, having served since June 2014. The Council expressed its thanks for her significant contribution, particularly in relation to planning matters and the Neighbourhood Plan. Susan will be greatly missed but will continue to support the Neighbourhood Plan review team and give DB advice with planning matters.

26.434.5 For Information: Clerk report (Clerk)

The clerks report to the Council was noted which confirmed payments from the Parish Council bank account including payments relating to the monthly clerk salary.

The clerk confirmed that the new community bus is now operational with new road tax, insurance cover, additional keys and RAC membership having been put into place.

The clerk has accepted the quote from Paish Online for the provision of a new website and email system. Notice has been provided to the current provider and a transport authorisation code has been passed over. Parish Online are currently developing the website and will be in touch when something is drafted.

A new quote has been obtained from a contractor to clear the old hedging at the playing field fronting Church Lane. He will cut everything down to ground level, treat it and leave sufficient planting space for the new plants on 7th and 8th April 2026. The Council thanked JM for offering to take the waste away and DW for offering to plant new hedging in its place.

Roadworks are scheduled to be undertaken on Church Road/Lane and Northampton Road on various dates from end of April to mid-May. Information provided by OCC to the clerk will be placed on the website.

Thanks was given to all who helped with the annual litter pick, it was a great turn out and a good amount of rubbish collected. The Council also thanked the volunteers who attended the Weston on the Green Lent Labour Day and helped clean signs.

26.434.6 To Note: Playing field update and playground inspection report (Clerk)

The playground inspection report undertaken by the clerk was noted, no new major defects to the equipment were identified, apart from those items mentioned in the annual RoSPA report and previous monthly reports.

The clerk mentioned that matting could be placed at the playground entrances to avoid the wearing away of the soil into a U shaped trench. JM and DW offered to investigate the requirement further.

Football coach, Chris Smith and Ardley FC have submitted a pitch report to the Football Foundation who will provide a report on pitch improvements required and advise on the potential of any grant funding.

26.434.7 For Discussion: Discuss recommendations from the Planning Group on planning applications (SD)

Key planning applications on the planning report were discussed by the Council.

Building Applications

Decisions Received – Permitted

None

Decisions Received – Refused; Withdrawn

None

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Appeals

None

Awaiting Decision**26/00408/DISC 26/00409/DISC (ref 24/00497/F and 24/00498/LB) – Cruck Cottage, Northampton Road**

Thatch roof method statement; stone floor tile sample.

25/00418/F and 25/00486/LB – The Manor Hotel, Northampton Road

Restoration and extension of Rupert's Cottage to provide additional guest accommodation and leisure facilities; re-instatement of the former outdoor swimming pool; construction of a new events pavilion; restaurant extension within the Manor's west courtyard; relocation of guest car parking away from the Manor's principal elevation; screening of the existing plant and biomass boiler area; restoration of wider landscape features including the historic moat and bridge.

OCC Transport – objection – reliance on car transport

Archaeology – need more information re excavation for Wedding Barn and Rupert's Cottage.

Commented**25/01418/F - Family Farm House Part Of A34**

Driver rest stop facility including the formation of a new entry and exit slip road adjoining the A34, parking area for cars and HGVs, erection of an amenity building (including toilets and catering area), EV charging station, solar PV array, battery storage facility, other ancillary structures/buildings and landscaped amenity area.

2037 earliest connection to National Grid for solar.

Commented**New Planning Applications**

None

Tree Applications**26/00614/TCA – Milestone Cottage, North Lane**

T1-T4 ash trees – reduce crown and spread. All positioned to rear of Milestone Cottage, on the boundary with Milestone Lane properties.

26/00407/TCA – Southfield Farm, North Lane

T1 - Willow pollard; T2 – Scots pine fell; T3 – Hazel pollard

All trees adjoin the North Lane boundary to the front of the property. Work completed on 1 April 2026.

25/03295/TCA – Newby Cottage, Northampton Road

2 Pine trees, 1 silver birch – remove.

Action: SD/Clerk to send appropriate planning replies to Cherwell District Council.**26.434.8 For Information: OALC Training Report - Biodiversity in Oxfordshire (DW)**

Councillor DW provided an overview of an OALC biodiversity in Oxfordshire training session he attended delivered by Mike Deegan Consulting, noting that the session was highly informative and valuable.

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Key points and potential actions were identified:

DW to consider conducting a village biodiversity survey.

DW can review the Parish Councils Biodiversity Policy and audit of the village following undertaking a survey.

Partnership Working: DW will explore links further with relevant organisations, including RSPB (Otmoor), CPRE, Trust for Oxfordshire's Environment (TOE), Oxford Ornithological Society and Oxfordshire Bat Group.

DW to explore involvement in the Oxfordshire Local Nature Recovery Strategy and to develop the use of the Thames Valley Environmental Records Centre to log plant and species data.

Habitat Initiatives:

- Trees and Woodland: consider further planting opportunities.
- Hedgerows: playing field hedge replanting work to be undertaken in April; investigate funding/applications for additional planting.
- Verges: manage for wildlife by allowing natural growth to support pollinators and wildflowers.
- Pond work: support JM with work on North Lane pond.

Enhance community engagement:

- Articles in the Village News and to utilise Facebook for events.
- Add a biodiversity section to the Parish Council website including guidance on hedge repair and biodiversity initiatives.
- Maintain records of local wildlife and environmental activity.
- Potentially create a biodiversity noticeboard and enhance website content with photos of species found in the village.
- Organise community events e.g. a summer "swift walk" to engage residents before implementing biodiversity actions.
- The creation of biodiversity email address (as part of the Councillors new email addresses) will support this work and enable people to submit sightings and information.
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DW was thanked for a very informative presentation and the Council were excited about the impact of a range of these biodiversity ideas.

26.434.9 For Information: Oxfordshire County Council & Cherwell District Councillors updates (OCC & CDC Councillors)

Councillor Gordon had provided a written update report covering various issues in the county which had been circulated to the Council and placed on the Parish Council website.

Key updates discussed:

- **Islip bridge closure:** Councillor Gordon has managed to track down a contact for the contractor carrying out the bridge repair, and is speaking directly with them around proposed dates and mitigations for farmers affected by the closure. The closure is likely to take place over the school summer holidays, with final dates to be confirmed.
- **Gully clearance:** officially, a full sweep of Oxfordshire's gullies has been completed. In practice, some have been missed – either because of parked cars, because they are not marked on county records, or because of simple error. It was advised that any missed gullies should be reported on Fix My Street and Councillor Gordon can chase up any required.
- **Flood prevention grants:** grants of up to £25,000 are available to help tackle flooding. Last year, there were more than 80 applications of which 40 were funded. Deadline for applications is 4th May 2026.
- **Fire and rescue:** following the closure of the consultation at the end of January, the responses are currently being analysed by an independent organisation, the Centre for Consultation. This includes over 1,200 responses to the online survey and over 50 emails and letters. The consultation report will be brought to the OCC Cabinet for consideration on 21st April 2026.

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- **Road resurfacing:** the county has announced £8 million of resurfacing and surface dressing works for April-June 2026. This is part of the long-term strategy to shift road maintenance spend towards preventative maintenance in order to reduce pothole formation and repair costs.

Action: Clerk to investigate potholes not recently fixed on Knowle Lane and add them to FMS.

- **Flags:** OCC has issued a Cease and Desist order to Raise the Colours Oxfordshire to prohibit the placing of flags on highways property such as lamp-posts following repeated abuse of members of the public, blocking the highway, and threats against council staff.

Councillor Gordon also highlighted that the Councillor Priority Fund closes in November 2026; she indicated that a contribution towards new bus shelters would be supported and has been pencilled in; if the project was not to proceed Councillor Gordon would be informed.

There was no update from Councillor Coton.

26.434.10 For Discussion: Update on Neighbourhood Plan review (SD/DB)

An update was provided on the Neighbourhood Plan review. It was noted that the situation is becoming increasingly urgent, with limited time available due to the requirement to review the Plan every five years.

Progress has been made in reviewing and refining policies, with the aim of reducing their number while improving clarity. Discussions have been held with landowners and a planning advisor to determine the most appropriate way forward, given the complexities and constraints arising from national, county, district and local planning legislation.

A focus group was established, comprising a cross-section of village residents and a number of councillors. The current position and available options were presented as follows:

1. Extend the review and amend the village boundary to include additional land for development (on opposite side of B430 to main settlement). Design policies would apply within an expanded village envelope to ensure development avoids an overly urban appearance. This option would require a referendum.
2. Retain the existing village boundary and include a rural exception site, now permissible under "grey belt" provisions. This option would allow for a more limited ("low key") policy review and would not require a referendum.

Following full discussion, the focus group unanimously supported Option 2. Councillors (excluding JM) also unanimously agreed to proceed with Option 2.

Next steps to be undertaken:

- Arrange a meeting with a CDC planning officer to seek confirmation that a "low key" review can proceed without a referendum
- Present the proposal at the Annual Village Meeting on 13th April 2026.

It was noted that, once there is greater clarity regarding the Local Plan and the proposed unitary authority arrangements, the Parish Council could consider undertaking a further review of the Neighbourhood Plan, if appropriate, before the next five-year cycle.

Action: SD/DB to organise a meeting with CDC Planning to discuss options for Neighbourhood Plan review.

26.434.11 For Information: Update on village works including potential application for OCC flood project funding (JM)

OCC Flood Funding: the Council agreed to submit an application for flood funding. JM to advise on the works that may be required.

A considerable amount of work has been completed on Gallosbrook over the past few months and water is

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flowing well on certain sections, a couple of residents are to be contacted regarding their sections. There has been no further progress regarding the weir.

Action: Council to submit an expression of interest application to OCC flood funding scheme by 4th May 2026.

Footbridge: JM reported to Graham Barnett that a footbridge near Starbucks has failed, a notice has been placed on the bridge.

Playing Field: rolling of the playing field is scheduled to take place on Friday this week, using a tractor-mounted roller. A quote of £650.00 has been received for humane mole control. It was agreed to wait and see whether the issue improves following rolling and mowing, and to revisit if necessary. Rabbits are currently considered a greater concern. Clerk to advise Ardley FC and Chris Smith on the latest plans.

Action: Clerk to update Ardley FC and Chris Smith on latest actions on the playing field.

New Dog Bin Location: options to locate the new purchased dog bin were discussed (at the 40mph sign past The Chequers, by the island near The Chequers, on a pole on B430).

MA will contact The Chequers pub to confirm whether a bin located nearby would be convenient.

Action: MA to contact The Chequers pub to confirm whether a bin located nearby would be convenient and to liaise with JM who has agreed to install it.

Community Van: the old van has been advertised for sale but remains unsold.

26.434.12 For Information: Update on community van (TR)

TR commented the community van continues to be a valuable resource for the village and one that is highly appreciated by residents. Over 50 people have used it overall and there is a high frequency of visits to hospitals and surgeries but also useful smaller visits around the village for events.

The volunteer drivers were thanked for their ongoing support by the Council.

Recent overall costs for the new van will be summarised at a later date, once the old van has been sold (currently on the market for sale). DB indicated that a donation had been offered by a villager to aid in the running costs of the van, and this will be finalised when the old van has been sold.

Graham Barnett commented that the volunteer drivers have carried out eight trips in the new van and have had good feedback, the new one is much easier for people to get in and out of.

JM provided an observation that bigger is not always better relating to the Wendlebury community bus, which seats 16 and is available for renting. Whilst it is a great vehicle it is too big to be just a community bus and is proving harder and more costly to keep running it.

Action: JM to provide information on Wendlebury community van with booking and cost information and the clerk can add it to the PC website.

26.434.13 For Discussion: Update from Traffic Calming Action Group (MA)

The Speedwatch team have been active in the village with concern still held over excess speeds on Church Lane.

MA confirmed that quotes have been received for speed indicator devices with suitable features for the village.

A Traffic Calming Action Group meeting was held to review the options. The quote from Messagemaker was considered the most favourable, as it offers a six-year warranty and devices that are easy to relocate. It was noted that the bluetooth module is not required. The devices display vehicle speed along with messages such as "Slow

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Down” or “Thank You,” and are capable of collecting data to help determine optimal locations and timing for speed checks. Paul Beecroft has kindly offered assistance with installing the devices.

The Council is awaiting a response from OCC to confirm that installation is permitted prior to purchase. MA and DB will contact other villages that have already implemented similar schemes for guidance.

It was agreed that ideally three SIDs could be installed within the village, on the B430 and Church Lane, with further opportunities for a device by the airfield at a later date.

MA will draft a proposal to Tritax for traffic mitigation funding, to also include a request for bus shelters.

Action: MA to draft a proposal to Tritax regarding support in the installation of speed indicator devices and bus shelters on B430.

26.434.14 Resolution: To Approve Parish Council accounts Q4 FY 2025-26 (TR)

The Parish Council Q4 accounts for the financial year 2025/26 were presented to the Council following approval by the Finance Advisory Group. A summary of Q4 expenditure against each budget line, along with bank reconciliation and income details, was provided.

Income for the quarter consisted solely of bank interest amounting to £150.07. Total expenditure in Q4 was £7,569.72, including costs for van insurance, hedge trimming, playground cleaning, dog bin emptying and subscriptions. This level of expenditure was broadly in line with the previous quarters.

Total expenditure for the full financial year was £31,024.05. Overspends were noted in the grass cutting budget (due to the season commencing in March 2026) and playing field maintenance (resulting from the requirement to replace a radiator for the mower).

Several budget lines were underspent or not required, including fence works, spinney maintenance (completed through volunteer labour), and tree works. It was noted that these funds would be reallocated to larger projects identified within the reserves statement. The reserves statement will be reviewed and presented at a future meeting alongside a revised budget for FY 2026/27.

It was confirmed that the Council received £1,906.00 in VAT reclaim relating to FY 2023–24 and £1,442.32 for Q1 /Q2 of FY 2025-26. A reclaim of £695.12 will be submitted in respect of Q3/Q4 expenditure for FY 2025-26.

The cash reserve at the start of FY 2025-26 was £52,103 and increased to £62,604.51 by year end. This reflects a modest underspend on operating costs and the receipt of a grant from Thames Valley Police (£6,650.00) for speed indicator signs on the B430. These funds will be held in reserves and utilised once the speed reduction to 30mph has been implemented by OCC.

The resolution to approve the Parish Council accounts for Q4 FY 2025-26 was proposed by TR and seconded by DB. The motion was supported unanimously by the Council.

Action: Clerk to upload the Parish Council Q4 accounts (FY 2025-26) to the Parish Council website.

26.434.15 Resolution: To Approve the following invoices for payment (TR)

TR requested approval of the invoices detailed in the table below.

PC Ref	Payee	Purpose	Total (incl VAT)	Budget Line	Amount Remaining in 2025-26 Budget Line
563*	Howden UK Brokers Limited	New community van insurance 2026-27 addl premium	£211.16	Village Works/Community Bus	£1,696.76

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564*	KJ Cleaning Solutions Ltd	Jet washing & treatment of playground safety surfaces	£228.00	Village Works/Playground Maintenance	£750.00
565*	Oxfordshire Association of Local Councils (OALC)	Annual membership renewal subscription (2026-27)	£228.00	Subscriptions/OALC - Oxfordshire Association of Local Councils	£216.00
566*	Oxford Edens	Grass cutting 09/03/26 (playground, stocks/Ben Jonson/Church Close corner)	£375.57	Village Works/Grass Cutting	-£497.61

*invoice already been paid relating to FY 2025/26 budget

PC Ref	Payee	Purpose	Total (incl VAT)	Budget Line	Amount Remaining in 2026-27 Budget Line
567	Oxfordshire Neighbourhood Plans Alliance	Annual membership fee: 1 April 2026 - 31 March 2027	£50.00	Subscriptions/ONPA	£50.00
568	Oxfordshire Playing Fields Association	Annual subscription fee: 1 April 2026 - 31 March 2027	£50.00	Subscriptions/OPFA	£51.00
569	David Williams	Trees x5 for memorial on playing field (ebay)	£18.99	Village Works/Village Tree Works	£750.00
570	Clerk (J Mullane)	Community bus new vehicle road tax (DVLA)	£345.00	Village Works/Community Bus	£2,675.00
571	Clerk (J Mullane)	Dog litter bin (Glasdon)	£159.38	Village Works/Dog Bin Emptying	£720.00
572	WotG Memorial Village Hall	Village Hall hire for Annual Parish meeting (April 26)	£15.00	Meeting Costs	£345.00
573	Graham Barnett	Fuel for community van (Tesco)	£47.07	Village Works/Community Bus	£2,330.00
574	Graham Barnett	Key cutting - new community van (Timpson)	£230.00	Village Works/Community Bus	£2,282.93
575	Clerk (J Mullane)	Community bus RAC subscription	£150.00	Village Works/Community Bus	£2,052.93
576	Oxfordshire Association of Local Councils (OALC)	Biodiversity training - D Williams	£66.00	Staff Costs/Training	£300.00

It was confirmed that invoices 563–566 had already been paid for either operational reasons or to avoid late payment fee; these payments have therefore been allocated to the budget for FY 2025-26. Invoices 567-576 will be allocated to the budget for FY 2026-27.

The resolution to approve the invoices detailed in the tables was proposed by TR and seconded by SD. The motion was supported unanimously by the Council.

Action: Clerk to update invoice log with approvals.

Action: Clerk to initiative request for payments from Councillors and ensure payments authorised.

26.434.16 Next Annual Parish Council Meeting Date: Tuesday 12th May 2026, 7.30pm (DB)

DB provided a reminder of the annual parish meeting to be held on 13th April 2026 with a presentation by SD on the Neighbourhood Plan review.

Meeting closed: 21.31

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