

# WESTON ON THE GREEN PARISH COUNCIL

## MINUTES - DRAFT

For the meeting of Parish Council, held in Village Hall on Tuesday 12<sup>th</sup> May 2026

Meeting Number 26.435

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

### Public Participation

There was nothing to note.

#### 26.435.1 Resolution: To Elect a Chairman (Chair)

DW proposed Councillor Diane Bohm (DB) as Chairman of the Parish Council; DB accepted the nomination.

The resolution to elect the Chairman as Councillor Diane Bohm was proposed by DW and seconded by MA. The motion was supported unanimously by the Council.

#### 26.435.2 To Receive: Declaration of Acceptance of Office for Councillors and for the Chairman (Clerk)

It was noted that the Councillor Declaration of Acceptance of Office forms had been signed before the meeting commenced. The Declaration of Acceptance of Office for the Chairman was signed by the chairman, Councillor Diane Bohm.

**Action:** Clerk to file Declaration of Acceptance of Office for the Councillors and Chairman.

**Action:** Clerk to notify CDC that the Acceptance of Office forms had been signed by the Councillors.

#### 26.435.3 To Receive any apologies for non-attendance

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

Councillor Gordon (Oxfordshire County Council) was not in attendance for the meeting.

Councillor Faltermeyer, the newly elected Cherwell District Councillor, sent his apologies as he had an alternative meeting in place.

No members of the public were in attendance.

#### 26.435.4 To Note: Councillors completion of Register of Interests forms to be returned to monitoring officer by 8<sup>th</sup> June 2026 and Candidate Spending Return (even if no spend) by 4<sup>th</sup> June 2026 (Chair)

The chair noted to Councillors that the completed Register of Interests forms are to be returned to the CDC monitoring officer by 8<sup>th</sup> June 2026 and the Candidate Spending Return (even if no expenditure was undertaken) by 4<sup>th</sup> June 2026.

**Action:** Councillors to provide Register of Interest forms to the clerk ahead of the 8<sup>th</sup> June 2026 deadline. Clerk to send the forms to CDC.

Parish Council Meeting Minutes: 12<sup>th</sup> May 2026

Minutes Approved: ..... Dated.....

**26.435.5 To Receive** any declarations of interest (Chair)

There were no declarations of interest relevant to this meeting.

**26.435.6 To Receive and Approve:** Minutes of the Parish Council meeting held on 1<sup>st</sup> April 2026 (Chair)

The minutes of the Parish Council meeting held on 1<sup>st</sup> April 2026 were discussed.

The resolution to approve the minutes for the Parish Council meeting held on 1<sup>st</sup> April 2026 was proposed by DB and seconded by JM. The motion was supported unanimously by the Council.

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

**26.435.7 Resolution: To Approve** the formal appointment of the Clerk as ‘Clerk & Responsible Financial Officer (RFO)’, SCP 26, 10 hours per week (Chair)

The resolution to approve the formal appointment of the Clerk as ‘Clerk & Responsible Financial Officer (RFO)’, SCP 26, 10 hours per week was proposed by DB and seconded by TR. The motion was supported unanimously by the Council.

**26.435.8 Resolution: To Approve** Appointment of Advisory Groups, Leads and their Terms of Reference (Chair)

The following advisory groups, leads, members and terms of reference were agreed:

**Finance Advisory Group** – Lead: Tracy Rowan, Member: Diane Bohm

**Planning** - Lead: Diane Bohm, an additional member is required to support the lead of the planning group and will be considered at a future meeting.

**Governance** – Lead: Diane Bohm

**Staffing** – Lead: Tracy Rowan (support from other Councillors when required)

**Works** – Lead: John Miller

**Traffic Calming Advisory Group** – Lead: Michael Aldridge

**Biodiversity** – Lead: David Williams

**Transport Advisory Group** – Lead: Graham Barnett

**Technology** – Lead: Michael Aldridge

The resolution to approve the appointment of Advisory Groups, Leads and their Terms of Reference was proposed by DB and seconded by MA. The motion was supported unanimously by the Council.

**Action:** Clerk to add updated Advisory Groups Terms of Reference to the website.

**Action:** Additional member to be appointed to the Planning group.

**Action:** Clerk to confirm if Graham Barnett is happy to continue to be the lead for the Transport Advisory Group.

*Parish Council Meeting Minutes: 12<sup>th</sup> May 2026*

Minutes Approved: ..... Dated.....

**26.435.9 Resolution: To Approve** Councillor Code of Conduct (Chair)

The resolution to approve the Councillor Code of Conduct was proposed by DB and seconded by DW. The motion was supported unanimously by the Council.

**Action:** Clerk to upload new version of the Councillor Code of Conduct to the PC website.

It was noted that members of advisory groups are also required to follow the Code of Conduct and the leads of those groups are to highlight this to members.

Cherwell District Council have arrangements in place to deal with complaints of Councillor misconduct.

**26.435.10 Resolution: To Approve** Parish Council Standing Orders 2026-27 (Chair)

DB highlighted that there had only been minor changes to the Standing Orders 2026-27 document for the Parish Council since last year.

The resolution to approve the Parish Council Standing Orders 2026-27 was proposed by DB and seconded by TR. The motion was supported unanimously by the Council.

**Action:** Clerk to upload new version of the Standing Orders 2026-27 to the PC website.

**26.435.11 Resolution: To Approve** Scheme of Delegation (Chair)

The resolution to approve the Scheme of Delegation was proposed by DB and seconded by JM. The motion was supported unanimously by the Council.

**Action:** Clerk to upload new version of the Scheme of Delegation to the PC website.

**26.435.12 Resolution: To Approve** Parish Council Financial Regulations 2026-27 (TR)

TR highlighted that there had been minor changes to the Financial Regulations 2026-27 document for the Parish Council since last year.

The resolution to approve the Parish Council Financial Regulations 2026-27 was proposed by TR and seconded by DB. The motion was supported unanimously by the Council.

**Action:** Clerk to upload new version of the Financial Regulations 2026-27 to the PC website.

**26.435.13 Resolution: To Approve** Parish Council Donations Policy 2026-27 (TR)

TR highlighted that there had only been minor changes to the Donations Policy 2026-27 document for the Parish Council since last year.

The resolution to approve the Parish Council Donations Policy 2026-27 was proposed by TR and seconded by MA. The motion was supported unanimously by the Council.

**Action:** Clerk to upload new version of the Donations Policy 2026-27 to the PC website.

*Parish Council Meeting Minutes: 12<sup>th</sup> May 2026*

Minutes Approved: ..... Dated.....

**26.435.14 For Information:** Update on village matters (DB)

DB expressed sincere thanks to all Councillors for their commitment and willingness to stand for election and serve the parish. It was noted that the Council had worked exceptionally well together throughout the past year, fostering a positive and collaborative approach to addressing parish matters. Particular appreciation was given for the way Councillors have welcomed and supported new members, helping them to become involved and contribute effectively to the Council's work.

DB also provided thanks to the Clerk for her continued hard work, professionalism and dedication.

**26.435.15 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 first instalment of the precept payment (£14,954.73) from CDC had been received on 14<sup>th</sup> April 2026.

Information on returning the register of interests and the candidate spending return forms was provided by the clerk.

The new website is now live: [www.westononthegreen-pc.gov.uk](http://www.westononthegreen-pc.gov.uk) (same web address). It was noted that the new website requires some work to get it fully up to date with the required documents including financial information. Councillor email log in information has also been circulated.

**26.435.16 To Note:** Playing field 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.

Thanks was given to JM for fitting meshing and filling it with stone at the main playground gate entrance to avoid the ground wearing away.

The Council also thanked DW for planting the new hedging along Church Lane following the clearance work undertaken by the contractor on 7/8<sup>th</sup> April 2026. DW confirmed there are further plants to follow.

The pitch report from the Football Foundation has been received. An Oxfordshire groundsman (ex Oxford United Football Club) has also visited the site and advised on the pitch. A funding application for pitch repairs has been submitted to the Football Foundation on behalf of Ardley FC (and the Parish Council as owners). This item will be bought back for discussion when the grant application result has been received.

**26.435.17 For Discussion:** Recommendations from the Planning Group on planning applications (DB)

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

**Building Applications**

**Decisions Received – Permitted**

**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.

**Decisions Received – Refused; Withdrawn**

None

**Appeals**

None

<i>Parish Council Meeting Minutes: 12<sup>th</sup> May 2026</i>	
Minutes Approved: .....	Dated.....

**Awaiting Decision**

**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.

Deferred until June 12, 2026 upon request of the National Highways Department. The Strategic Road Network includes the A34 and thus this application has drawn their attention. **Commented**

**New Planning Applications**

**26/00409/DISC (ref 24/00498/LB) – Cruck Cottage, Northampton Road**

Discharge of Condition 15 (skirting boards) of 24/00498/LB.

**26/00696/DISC - Siemens OS Parcel 5700 South West of Grange Farm, Street through Little Chesterton**

Found on map function on Cherwell Planning site (attached to planning permissions ref: 22/0144/F)

To discharge Condition 5 which requires the submission of details of the plant enclosures and equipment within the service yard and approved plant zones.

See doc. SHS-ARUP-XX-GF-DR. Bubbles explain work area.

**26/00597/NMA –Siemens OS Parcel 5700 South West of Grange Farm, Street through Little Chesterton**

Variation Condition 2 (non-material amendment).

*There is a five-point list. The only issue could be the roof lighting although the applicant has a reasonable solution to usage of the lights as they are maintenance lights which will only go on when required (could have been an issue as could affect view from village).*

**Tree Applications**

**26/00898/TCA - Westfield Farm, Shepherds Close**

London Plane (T1) - fell due to encroachment on neighbouring property and threat to boundary wall. Replace with slower going smaller tree more suitable for the location. Silver Birch (T2) - fell due to increasing damage to historic wall less than 0.5 metres away. Replace in part of the garden away from the wall. Hornbeam (T3) - Reduce and thin crown to deal with encroachment of branches on the structure of the farmhouse. The crown reduction would be around 5- 8 metres and thinning by about 30%.

**25/03295/TCA – Newby Cottage, Northampton Road**

2 Pine trees, 1 silver birch – remove. **Pending**

**Action: DB/Clerk to send appropriate planning replies to Cherwell District Council.**

<i>Parish Council Meeting Minutes: 12<sup>th</sup> May 2026</i>	
Minutes Approved: .....	Dated.....

- 26.435.18 Resolution: To Approve** the appointment of solicitor Andrew Woods, Spratt Endicott to handle the transfer of part of the footpath off North Lane (Footpath 404/22/20), being gifted by a resident to the Parish Council, as detailed in the quote and letter of engagement. The fixed fee will be £500.00 plus VAT and disbursements and the Council will be notified in advance of any changes to the level of work and costs (DB/TR)

The resolution to approve the appointment of solicitor Andrew Woods, Spratt Endicott to handle the transfer of part of the footpath off North Lane (Footpath 404/22/20), being gifted by a resident to the Parish Council, as detailed in the quote and letter of engagement was proposed by TR and seconded by DB. The fixed fee will be £500.00 plus VAT and disbursements and the Council will be notified in advance of any changes to the level of work and costs. The motion was supported unanimously by the Council.

**Action:** Clerk to confirm the Council's approval of solicitor Andrew Woods, Spratt Endicott to handle the transfer of part of the footpath off North Lane.

- 26.435.19 For Discussion:** Update on village works (JM)

This item was deferred for discussion at the 3<sup>rd</sup> June 2026 Parish Council meeting.

- 26.435.20 Resolution: To Approve** Parish Council Asset Register as at 31<sup>st</sup> March 2026 (TR)

TR presented the asset register for the Parish Council to confirm assets held by the Parish Council at the end of the financial year (March 2026); this included the addition of a new dog bin for the playing field.

The resolution to approve the updated Parish Council Asset Register was proposed by TR and seconded by MA. The motion was supported unanimously by the Council.

**Action:** Clerk to upload newly approved version of the Asset Register to the PC website.

- 26.435.21 Resolution: To Approve** Parish Council reserves statement for end of FY 2025-26 and linked updated Parish Council budget FY 2026-27 (TR)

An overview of the Parish Council reserve statement, reflecting the situation at the end of FY 2025-26 (total of £62,604.51, was provided by TR, having been approved by the Finance Advisory Group. Earmarked reserves covered key projects in the village including traffic, playing field/playground development, footpaths, Neighbourhood Plan review, community bus, new amenities at Milestone Lane, water works and bus stop works.

The resolution to approve the Parish Council reserves statement for end of FY 2025-26 and linked updated Parish Council budget FY 2026-27 was proposed by TR and seconded by DB. It was supported unanimously by the Council.

**Action:** Clerk to add the approved 2025-26 PC Reserves Statement and updated budget 2026-27 to the PC website.

- 26.435.22 For Information:** Update from Traffic Calming Action Group including information on B430 speed limit reduction (MA)

MA highlighted that concerns had been raised regarding the indication that the 40mph speed limit signage would be replaced on the recently resurfaced B430. OCC has confirmed that the 40mph markings would not now be replaced and new speed limit markings would be added after the speed limit change had been implemented.

A quotation of £4,817.15+VAT was received from OCC to cover the proposed works and road signage for the speed reduction on B430. Councillors discussed the matter and agreed that they supported the principle of

*Parish Council Meeting Minutes: 12<sup>th</sup> May 2026*

Minutes Approved: ..... Dated.....

supporting revised speed signage but queried if the Parish Council would have to pay for white road markings as these would have been replaced anyway following the road surfacing works recently undertaken.

It was noted that an Extraordinary Parish Council Meeting would be required to approve any proposed expenditure, subject to further clarification and agreement from OCC.

**Action:** Chair to call an Extraordinary Parish Council meeting to approve any speed reduction works expenditure.

It was also noted that the installation of SIDs (Speed Indicator Devices) would be discussed with the OCC officer during a site visit for the speed signage works.

**26.435.23 For Information:** Update on Neighbourhood Plan review (DB)

DB and Susan Davies had a meeting with Christina Cherry, Planning Policy, Conservation and Design manager at CDC to discuss Weston on the Green’s Neighbourhood Plan review.

DB advised Councillors that new legislation had come into effect and that Neighbourhood Plans no longer need to be compliant with the Local Plan.

It was noted that the Oxfordshire Neighbourhood Plans Alliance (ONPA) would be holding a training session via Zoom on Saturday 26<sup>th</sup> May 2026 covering the new legislation affecting planning matters and Neighbourhood Plans.

Susan Davies has sent the draft Neighbourhood Plan review to CDC, together with an explanation of the current position and meetings held to date.

A written response from CDC is expected and will be shared at the 3<sup>rd</sup> June 2026 Parish Council meeting.

**Action:** Clerk to add Neighbourhood Plan review update to 3<sup>rd</sup> June 2026 PC meeting.

**26.435.24 For Information:** Update on Heyford Park and PFAS awareness meetings (DB)

DB confirmed that a meeting on Heyford Park and PFAS awareness had been held with councillors during the previous week, following the public information meeting held in Upper Heyford on 30<sup>th</sup> April 2026. TR had also circulated a useful and informative message following the meeting.

It was agreed that an informal meeting should be arranged to discuss ideas and consider what proposals could be put forward to the Parish Council. DB noted that further information was still required from Heyford following the recent meeting.

DB agreed to pull together a small working group to meet and develop a proposal for consideration by the Parish Council before any wider engagement with the village takes place.

**Action:** DB to pull together a small working group to meet and discuss options on the Heyford Park/PFAS issue.

**26.435.25 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 2026-27 Budget Line
577	Cherwell District Council	Dog litter bin emptying x5 (half yearly charge)	377.52	Works/Dog Bin Emptying	£700.62
578	WotG Memorial Village Hall	Village Hall hire for PC meetings (July-Sept 26)	£45.00	Meeting Costs	£330.00

*Parish Council Meeting Minutes: 12<sup>th</sup> May 2026*

Minutes Approved: ..... Dated.....

579	Oxford Edens	Church Lane/playing field hedge cut down & spray	£312.00	Works/Playing Field Maintenance	£4,500.00
580	Clerk (J Mullane)	Planter noticeboard posters A1 x3 Annual Parish Meeting (Instant Print)	£46.54	Sundries/Administration	£300.00
581	Clerk (J Mullane)	Printer ink (Amazon)	£52.76	Sundries/Administration	£253.46
582	Clerk (J Mullane)	Grass seed (Amazon)	£7.94	Works/Playground Maintenance	£750.00
583	Oxford Edens	Grass cutting 16/04/26 (playground, stocks/Ben Jonson/Church Close corner)	£375.57	Works/Grass Cutting	£4,800.00
584	OALC	Talking Tables Training Day: D Bohm	£48.00	Staff Costs/Training	£234.00
585	Graham Barnett	Fuel for community van (Sainsburys)	£69.54	Works/Community Bus	£3,227.93
586	Oxford Edens	Grass cutting 01/05/26 (playground, stocks/Ben Jonson/Church Close corner)	£375.57	Works/Grass Cutting	£4,424.43
587	Parish Online/Local Authority Technology CIC	Website service & workplace email upgrade	£470.40	IT/Parish Online (Website, Emails & Mapping)	£560.00

It was confirmed that invoices 577-579, 583 and 586 had already been paid for either operational reasons or to avoid a late payment fee.

The resolution to approve the invoices detailed in the tables was proposed by TR and seconded by MA. 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.

**26.435.26 For Information:** Oxfordshire County & Cherwell District Councillors update (OCC/CDC Councillors)

No verbal reports were given due to Councillors absence.

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.

**26.435.27 To Note:** the following Parish Council policies (and approval date) which can be located on the Council website (Chair):

Data Protection Policy - November 2025  
 Model Publication Scheme by Information Commissioner's Office - November 2025  
 Document Retention Policy - November 2025  
 Press & Media Policy - January 2026  
 Anti Bullying & Harassment Policy - December 2025  
 Grievance Policy - July 2024  
 Disciplinary Policy - July 2024  
 IT Policy – January 2026

It was noted that the above policies have been approved by the Parish Council and are available via the Parish Council website.

*Parish Council Meeting Minutes: 12<sup>th</sup> May 2026*

Minutes Approved: ..... Dated.....

**26.435.28** **To Note:** Parish Council has not adopted the General Power of Competence as it does not meet the criteria of the clerk being Cilca qualified. The General Power of Competence is a ‘power of first resort’ introduced in the Localism Act 2011. The power allows a local authority ‘to do anything that individuals of full age can legally do’ provided they act within the law (Chair)

It was noted that the Parish Council has not adopted the General Power of Competence as it does not meet the criteria of the clerk being qualified. The General Power of Competence is a ‘power of first resort’ introduced in the Localism Act 2011. The power allows a local authority ‘to do anything that individuals of full age can legally do’ provided they act within the law.

**26.435.29** **To Note:** Councillor Bohm sits on the Executive Committee of the Oxfordshire Neighbourhood Plans Alliance (ONPA) and reports back to Parish Council meetings as required (Chair)

It was noted that Councillor Bohm sits on the Executive Committee of the Oxfordshire Neighbourhood Plans Alliance (ONPA) and reports back to Parish Council meetings as required.

**26.435.30** **To Note:** Parish Council Insurance Policy is currently held with Ecclesiastical (via Clear Councils) on a 3 year deal until 31<sup>st</sup> May 2026.

**Resolution: To Approve** renewal of Parish Council insurance to cover 1 June 2026 – 31<sup>st</sup> May 2027 with Ecclesiastical (via broker Clear Councils) at a total cost of up to £549.46 following a review of renewal documents provided (TR)

**To Note:** Parish Council insurance policy with QBE (via broker Howdens) to cover the community van for the period 8<sup>th</sup> February 2026 – 7<sup>th</sup> February 2027 (TR)

The Council noted that the Parish Council Insurance Policy is currently held with Ecclesiastical (via Clear Councils) on a 3 year deal until 31<sup>st</sup> May 2026.

Insurance quotes and documents for FY 2026-2027 have been received and discussed by the Finance Advisory Group. The Finance Advisory Group recommended to proceed with the Clear Councils quote as it offered the best value for money at an annual premium of £549.46.

The resolution to approve the renewal of Parish Council insurance to cover 1 June 2026 – 31<sup>st</sup> May 2027 with Ecclesiastical (via broker Clear Councils) at a total cost of up to £549.46 (on a one year deal) following a review of renewal documents provided was proposed by TR and seconded by JM. The motion was supported unanimously by the Council.

**Action:** Clerk to inform Clear Councils of the insurance policy approval for 2026-27 and to organise payment.

The Council also noted that the Parish Council holds a further insurance policy with QBE (via Howdens) to cover the community van for the period 8<sup>th</sup> February 2026 – 7<sup>th</sup> February 2027.

**26.435.31** **To Note:** Councillors Rowan and Bohm plus the Clerk/RFO are currently listed on the Parish Council Barclays bank mandate as signatories. Signing authority is prioritised such that two signatories are required for payments and no signatory is to approve payments to themselves. Former Councillor Davies is to be removed from the bank mandate following the end of her term of office (TR)

**Resolution: To Approve** the use of BACS to pay invoices and perform bank transfers from the ‘Parish of Weston on the Green’ Barclays Bank account. Two signatories are required to approve payments. Transfers can be made between the two bank accounts by one signatory (TR)

It was noted that Councillors Rowan and Bohm plus the clerk/RFO are currently listed on the Parish Council Barclays Bank mandate as signatories. Signing authority is prioritised such that two signatories are required for

<i>Parish Council Meeting Minutes: 12<sup>th</sup> May 2026</i>	
Minutes Approved: .....	Dated.....

payments and no signatory is to approve payments to themselves. Councillor Davies is to be removed from the bank mandate following the end of her term of office.

**Action:** Former Councillor Davies to be removed from the Barclays Bank Parish Council bank mandate as a signatory.

The resolution to approve the use of BACS to pay invoices and perform bank transfers from the 'Parish of Weston on the Green' Barclays Bank account was proposed by TR and seconded by MA. Two signatories are required to approve payments. Transfers can be made between the two bank accounts by one signatory who then informs the Council of the movement. The motion was supported unanimously by the Council.

**26.435.32 Resolution: To Approve** regular payments (May 2026 to May 2027) from 'Parish of Weston on the Green' Barclays Bank account consisting of: Clerks monthly salary via Standing Order and Nest Pensions, HMRC payments and ICO data protection fee via variable direct debit (TR)

The resolution to approve the regular payments (May 2026 to May 2027) from 'Parish of Weston on the Green' Barclays Bank account consisting of: Clerks monthly salary via Standing Order, Nest Pensions, HMRC payments and ICO data protection fee via variable direct debit was proposed by TR and seconded by DW. The motion was supported unanimously by the Council.

**26.435.33 To Note:** Parish Council annual agreement under Section 101 of the Local Government Act 1972 with Oxfordshire County Council to cut grass verges in parish for a payment of £2,206.82 (TR)

It was noted that the Parish Council have an agreement under Section 101 of the Local Government Act 1972 with Oxfordshire County Council to cut grass verges in the parish for an annual payment of £2,206.82 in FY 2026-27.

**26.435.34 To Note:** Parish Council repayments in FY 2025-26 regarding 2021 loan from Public Works Loan Board, obtained in order to purchase the playing field and spinney. Loan information: Fixed annuity rate loan of £30,000, 20 years at 2.10% interest rate. Maturity date of 22<sup>nd</sup> October 2041. Balance outstanding at 31<sup>st</sup> March 2026 was £24,958.69 - ongoing twice yearly direct debit payments of £922.37 during FY 2026-27 (TR)

The Parish Council repayments to the Public Works Loan Board for the loan obtained in order to purchase the playing field and spinney were noted. The balance outstanding on the loan at 31<sup>st</sup> March 2026 was £24,958.69. There will be ongoing twice yearly direct debit payments of £922.37 during FY 2026-27.

Payment Date	Payee	Amount Paid	Purpose
22/04/2025	Public Works Loan Board	£922.37	Repayment of loan obtained to purchase playing field and spinney
22/10/2025	Public Works Loan Board	£922.37	Repayment of loan obtained to purchase playing field and spinney

Parish Council Meeting Minutes: 12<sup>th</sup> May 2026

Minutes Approved: ..... Dated.....

**26.435.35** **To Note:** Councils expenditure incurred under s.137 of Local Government Act 1972 during FY 2025-2026 (TR)

TR noted the following donation items the Parish Council have made under s.137 of the Local Government Act 1972 during FY 2025-2026.

Request Date	Payee	Purpose	Total Paid (incl VAT)	Approved PC Meeting Date	Minute Ref	Date Paid
18/10/2025	Weston on the Green Memorial Village Hall	Tree guard (50%) for Sycamore Gap tree sapling	£55.00	05/11/2025	25.426.13	14/11/2025
26/02/2026	St Marys Church PCC	Community fund for in- need families in parish	£200.00	04/03/2026	26.433.20	16/03/2026

**26.435.36** **For Discussion:** Councils Annual Subscriptions and discussion over amendments for FY 2026-27 (Chair)

DB detailed the annual subscriptions the Parish Council currently undertake. No amendments were identified.

Subscription	Latest Known Cost of Annual Subscription
Oxfordshire Association of Local Councils (OALC)	£240.00
Society of Local Council Clerks (SLCC)	£200.00
Community First Oxfordshire (CFO)	£55.00
Oxfordshire Playing Fields Association (OPFA)	£51.00
Oxfordshire Neighbourhood Plans Alliance (ONPA)	£50.00
Information Commissioner Office (ICO)	£47.00
CPRE, The Countryside Charity	£36.00

**26.435.37** **Resolution: To Approve** Parish Council meeting dates for 2026-2027 to be booked with Village Hall (Chair)

**2026:** 3rd June, 1st July, 5th August, 2nd September, 7th October, 4th November, 2nd December

**2027:** 6<sup>th</sup> January, 3<sup>rd</sup> February, 3<sup>rd</sup> March, 7<sup>th</sup> April, 5<sup>th</sup> May, 2<sup>nd</sup> June, 7<sup>th</sup> July, 4<sup>th</sup> August, 1<sup>st</sup> September, 6<sup>th</sup> October, 3<sup>rd</sup> November, 1<sup>st</sup> December

The resolution to approve the Parish Council meeting dates for 2026-2027 as detailed above and to be booked with the Village Hall was proposed by DB and seconded by TR. The motion was supported unanimously by the Council.

**Action:** Clerk to book 2026-2027 meeting dates with the Village Hall and confirm their booking with the Council.

Meeting closed: 20.34

Parish Council Meeting Minutes: 12<sup>th</sup> May 2026

Minutes Approved: ..... Dated.....