

WESTON ON THE GREEN PARISH COUNCIL

MINUTES- DRAFT

For the meeting of Parish Council, held in Village Hall on Wednesday 3rd June 2026

Meeting Number 26.437

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

Public Participation

There was nothing to note.

26.437.1 To Receive: Apologies for non-attendance

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

Councillor Williams sent his apologies which were accepted.

DB welcomed Councillor Faltermeyer (Cherwell District Council) to his first meeting, however, Councillor Gordon (Oxfordshire County Council) was not in attendance.

2 members of the public were in attendance.

26.437.2 To Receive: Declarations of Interest

There were no declarations of interest relating to this meeting.

26.437.3 To Receive & Approve: Minutes of the Annual Parish Council meeting held on 12th May 2026 (DB)

The minutes of the Annual Parish Council meeting held on 12th May 2026 were discussed, with no changes required.

The resolution to approve the minutes for the Annual Parish Council meeting held on 12th May 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.

26.437.4 To Receive & Approve: Minutes of the Extraordinary Parish Council meeting held on 26th May 2026 (DB)

The minutes of the Extraordinary Parish Council meeting held on 26th May 2026 were discussed, with no changes required.

The resolution to approve the minutes for the Extraordinary Parish Council meeting held on 26th May 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.

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26.437.5 For Information: Chair report (DB)

DB reported on several matters of interest, including the formation of the new administration at CDC and the appointment of Councillor Nigel Simpson as Chair of the Council.

The availability of Community Grants of up to £25,000 for projects supporting nature recovery and climate action was noted.

Concern was expressed regarding the inactivity of the village Neighbourhood Watch scheme and opportunities to encourage renewed community involvement. There seems more breath to the programme now, such as a Cyberhood Watch Ambassador and others that include youth work, young volunteers leading to awards.

DB welcomed David Williams' completion of an induction session covering key governance matters.

The development of a policy for the use of the playing field car park was proposed, including issues relating to overnight parking, commercial vehicles and caravans, with consideration to be given to referring the matter to the Traffic Advisory Calming Group following resolution of the B430 speed limit project.

26.437.6 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 and the repayment of the loan (£922.37), obtained to purchase the playing field and spinney, to the Public Works Loan Board on 22nd April 2026.

The Council were extremely grateful for a donation from a resident (£4,333.44) which was received on 23rd April 2026, to go towards the new community van. It was confirmed that former Councillor Davies has been removed from the Barclays Bank Parish Council mandate.

Graham Barnett has kindly agreed to continue as lead of the Transport Group on behalf of the Parish Council.

An application has been submitted to OCC by the Parish Council for a Community Transport grant. The Parish Council was unfortunately not successful in its application for an OCC flood management grant.

The next Cherwell Parish Liaison meeting due to be held on 10th June 2026 has been postponed.

26.437.7 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 RoSPA annual playground inspection is booked to be undertaken in July 2026.

The clerk has placed topsoil and grass seed around each of the playground equipment's surface edges. This will be monitored over time for sinkage and to see if the grass grows over the edges adequately.

26.437.8 For Discussion: Discuss recommendations from Planning Group on planning applications (DB)

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

Building Applications

Decisions Received – Permitted

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)

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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

New

26/01100/DISC - Siemens OS Parcel 5700 South West of Grange Farm Street through Little Chesterton. Siemens on "Endeavour Way". Travel Plan (includes car, bus, bicycle and walking)

Note: Focus is on main road. We need to understand rat racing routes through the village and along the B430. Connections to Green Lane to be explored.

Pending

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.

26/00758/DISC Cruck Cottage, Northampton Road

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

26/00597/NMA Variation – Condition 2 (non-material amendment). **Siemens OS Parcel 5700 South West of Grange Farm, Street through Little Chesterton**

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.

Tree Applications

PENDING – some of these have been completed but not registered on the CDC site as such

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%.

(Photo of location of trees)

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25/03295/TCA – Newby Cottage, Northampton Road

2 Pine trees, 1 silver birch – remove.

26/01226/TCA - Williams Cottage, North Lane

T1 Purple Plum - Reduce to give up to 3m clearance from properties.

Reduce remaining canopy for balance and shape G2 Leyland Cypress –

Carefully sectional dismantle and fell to ground level. T3 Hazel - Coppice, Reduce the larger stems to between 0.3 - 0.6m from ground level to stimulate regeneration from the base. T4 Cherry - Selective reduction of heavy lateral branches by up to 3m. Crown lift to 3m above ground level. Thin through canopy by 15% T5 Apple - Remove large up right stems in the upper canopy. Reduce lower to mid canopy by up to 2m. Thin through remaining canopy.

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

Other planning matters:

Telecommunications site upgrade Manor Farm, Weston on the Green:

The Council received a consultation letter from Cornerstone Infrastructure Services Ltd who wish to carry out an upgrade to their existing telecommunications site at Manor Farm.

James Henderson has spoken to Rosie Prime, the Acquisition partner at Cornerstone, and enquired about coverage of the mast and if anything simple could be done to improve things for the village. She will enquire with the engineers and reply to James if anything can be done.

The tower serves the providers Vodafone and O2 and it mainly covers the area of the A34 services (both sides). Maps showing the signal-strength in the village and surrounding area for four providers were evaluated.

It was considered that there is no reason to object to this proposal. The Council thanked James Hendeson for his research on this topic.

Cherwell District Council Planning Review

A Planning Review of CDC was held in 2025 as they had not passed the bar for decisions made at appeal.

In the period April 2022 - March 2024 CDC determined 115 major applications, 19 of these decisions were appealed and 12 were upheld by the planning inspectorate (with 2 remaining pending) including 3 that were non determination appeals. This means that 10.43% of major decisions were upheld at appeal against a government set maximum threshold of 10%.

The Council discussed the key recommendations provided by the review in order to better understand the process and improvements required:

1. Member and officer engagement prior to planning committee
2. Site visits procedures
3. Managing late information received for planning committee
4. Member engagement with appeals
5. Member engagement with planning enforcement
6. Review of planning committee officer reports
7. Review the existing member training programme
8. Re-introduce the developers forum
9. Review the Legal representation at the planning committee meetings

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26.437.9 For Discussion: Update on Heyford Park and PFAS awareness group (TR)

TR has been undertaking research around the subject of PFAS 'Forever Chemicals' from the Heyford Park site. There is ongoing pressure on the local council and Environment Agency.

The second public meeting on the issue will be held on Friday 12th June 2026 at 7.30pm in Upper Heyford Village Hall.

A meeting of the PFAS awareness group in the village will potentially be held on 22nd June 2026, where the groups goals and the best course of action to take forward for the village will be discussed.

26.437.10 For Discussion: Update on Neighbourhood Plan review (DB)

Christina Cherry responded to DB and Susan Davies on Monday this week. There has not yet been sufficient time to fully evaluate the response, and further feedback will therefore be provided at the next Parish Council meeting. Should any urgent matters arise in the meantime, councillors will be updated sooner.

With regard to the Neighbourhood Plan, it was noted that recent legislation means that Neighbourhood Plans are no longer required to be fully compliant with the Local Plan.

Housing Provision: under the emerging Cherwell Local Plan, if approved, Weston on the Green would be classified as a lower-category village and would not be required to accommodate additional housing allocations. DB reiterated the long-standing view that the village should make a reasonable contribution towards meeting housing needs, particularly through the provision of smaller homes and starter homes for local people. However, it was noted that the last two housing applications submitted within the parish have not delivered this type of development.

26.437.11 For Information: Update on village works (JM)

Bench: the Council thanked Mick East for repairing and painting the bench from the D-Day garden; he did a fantastic job and thanks were also given to JM for moving the bench.

Dog bin: a location for the new dog bin near The Chequers has been confirmed and a photo of the spot will be sent to JM by MA.

Action: MA to send JM a photo of the location for the new dog bin.

Sink hole: Paul Beecroft will allow JM Access to put a plate over the sink hole, which has not been fixed.

Bore hole: JM is to have a company test the water (including for PFAS) on his land in relation to his borehole and Gallos Brook and will share the evidence with the Council.

26.437.12 For Information: Update from Traffic Calming Action Group (MA)

Bus shelters: the Council are waiting for permission from CDC in order to progress the project. MA needs to put bus shelters in situ on a map of B430 and send to the conservation team at CDC.

Action: MA to put bus shelters in situ on a map of B430 and send to CDC for review.

To confirm the new signage works invoice from OCC has been paid and the works can now be booked in by OCC.

Speedwatch: speed checks have not been carried out for a few weeks due to road resurfacing, half term and a repair needed on part of the equipment, but they are planning to start again next week.

There is however have an issue with the reporting laptop, which has stopped working. MA agreed to take a look and if that fails an old laptop has been offered which may meet the requirement.

Action: MA to investigate issue with the Speedwatch laptop and see if its repairable.

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26.437.13 To Receive and Discuss: Internal Audit Report 2025-2026 review and Parish Council comments (TR)

The processes of financial and governance scrutiny were summarised and the Annual Internal Audit Report discussed. The report analyses and evaluates the processes and internal controls of the Parish Council against a list of sixteen set objectives. It was noted that the Council met all but one of the required objectives in financial year 2025-26 (three were not applicable to the Council).

The report from the internal auditor highlighted that the Parish Council website does not meet requirements to be Web Content Accessibility Guidelines 2.2 AA compliant as set out in objective O.

'This Authority has complied with laws, regulations and proper practices relating to digital and data compliance'.

Weston on the Green Parish Council implemented a new website with a new provider on 29th April 2026, which meets the compliance requirements. However, this was outside of the audit year to 31st March 2026 and therefore the Council was not compliant with Assertion 10 in the audit timeframe.

Further recommendations and guidance were provided in the report which the Council discussed and will process over the coming year. The reporting of payments made by the Parish Council will be further discussed by the Finance Advisory Group and any changes required implemented. VAT claims are to be made quarterly when the total sum to be claimed is considered to be of a significant amount, otherwise it shall be claimed twice a year.

The Parish Council have provided comments against each item mentioned in the internal auditors report and will provide an update on progress on the recommendations later in the year.

Action: Clerk to place all documents relating to the internal audit report onto the Parish Council website.

26.437.14 Resolution: To Approve Annual Governance and Accountability Return 2025-2026: Section 1 – Annual Governance Statement 2025-2026 (TR)

The Parish Council's combined precept and other income for 2025/26 exceeded £25,000 but did not exceed £6.5million and therefore Form 3 of the Annual Governance and Accountability Return 2025/26 has been completed at the end of the financial year and was discussed by the Council.

Following the review of the internal auditors report each statement on the Annual Governance Statement 2025-26 (Section 1) was discussed by the Councillors. It was agreed that all statements had been met except for item 10 *'We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review'* where the 'No' column would be ticked. Whilst a new compliant website and Councillor email system was launched on 29th April 2026, the annual governance statement reflects the position at the end of March 2026.

A cover note is to be provided to the external auditor to provide an explanation for the 'No' response in Section 1 and to describe how the Parish Council will address the weaknesses identified. This note will be published with the Annual Governance Statement.

The resolution to approve Section 1 – Annual Governance Statement 2025-2026 of the AGAR form was proposed by TR and seconded by MA. It was supported unanimously by the Council.

The Chairman signed Section 1 of the AGAR form.

Action: Clerk to provide a cover note providing an explanation for the no response in Section 1, to also be placed on the PC website with the other audit documents.

26.437.15 Resolution: To Approve Annual Governance and Accountability Return 2025-2026: Section 2 – Accounting Statements 2025-2026, including explanations of variances and reserves (TR)

Section 2 of the AGAR report – Accounting Statements 2025-2026 was discussed, with reference to the variances and reserves spreadsheets.

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The clerk, as the Parish Council’s Responsible Finance Officer, confirmed to the chair that she had signed Section 2 – Accounting Statements 2025-2026 prior to the meeting on behalf of Weston on the Green Parish Council.

The resolution to approve Section 2 – Accounting Statements 2025-2026 of the AGAR form was proposed by TR and seconded by MA. It was supported unanimously by the Council.

The Chairman signed Section 2 of the AGAR form.

The signed AGAR form and required documents will be sent by email to the external auditor, Moore, no later than 30th June 2026 and required documents will also be published on the Parish Council website by that time.

Action: Clerk to send off signed AGAR form and documents to the external auditors no later than 30th June 2026 and upload all required finance documents to the website.

26.437.16 To Note: Notice of Period of Exercise of Public Rights to be set to run from Monday 8th June 2026 to Friday 17th July 2026. This is the official period of time where the public can request to see the accounts of the Parish Council (TR)

It was confirmed that the Responsible Financial Officer had set the Period of Exercise of Public Rights to run from Monday 8th June 2026 to Friday 17th July 2026 and the public notice for advertising the Period of Exercise of Public Rights would be placed on the Parish Council noticeboard on 5th June 2026. This is the official period of time where the public can request to see the accounts of the Parish Council.

Action: Clerk to ensure notice for the exercise of public rights is placed on village noticeboards and on the website.

26.437.17 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
593	Laura White- Albry Audits	Internal audit review FY 2025-26	£300.00	Audit Costs	£650.00
594	Cherwell District Council	Uncontested May 2026 Election fee	£200.00	Election Costs	£1000.00
595	WotG Memorial Village Hall	Village Hall hire for Extraordinary PC Meeting & Training (26 May 26)	£15.00	Meeting Costs	£285.00

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

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

Councillor Faltermeyer highlighted that, going forward, he would focus on providing an update on matters that directly affect the parish or are likely to have an indirect impact on the local community.

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The newly appointed councillor reported having attended their first full Council meeting (the Annual Meeting of the Council), and has begun the relevant training programme. They are also reviewing planning applications within Weston on the Green and neighbouring parishes to gain a broader understanding of local planning issues.

The councillor confirmed that their contact details, including their telephone number, can be published in the Village News and on the Parish Council website to ensure residents can make contact easily.

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.

DB noted that Milestone Lane residents have a second court date shortly. It is a very stressful time for the residents, all of the households have come together in support and homeowners are currently investigating conveyancing paperwork to see if enough due diligence was completed at the time of the purchases.

26.437.19 **Next Parish Council Meeting Date:** Wednesday 1st July 2026, 7.30pm (DB)

Meeting closed: 20.55

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