

Spelsbury Parish Council

MINUTES 20260303

MARCH 3, 2026

7.30 PM

SPELSBURY MEMORIAL HALL

ATTENDEES	Cllr Beacham, Cllr Blackwell (Chair), Cllr Harvey, Cllr Heelas Anne Ogilvie (Clerk) One member of the public OCC Cllr Leffman (from item 44)
ABSENT	Cllr Lambert

39. Welcome from the Chair

The Chair, Cllr Blackwell, welcomed everyone to the meeting.

40. To receive apologies for absence

Apologies were received from Cllr Lambert.

41. To approve and sign the minutes of the meeting on 06 January 2026

It was **resolved** to approve the minutes of the meeting on 06 January 2026. The minutes were signed by the Chair.

42. To receive declarations of interest from Members regarding items on the agenda

None.

43. Public participation – to allow members of the public/press to comment on any item on the agenda or bring any matter to the attention of the Council. In accordance with Standing Orders, this will not exceed 20 minutes in total and 2 minutes per person.

None.

44. To receive reports from County and District Councillors

OCC Cllr Leffman entered the meeting.

OCC Cllr Leffman reported that:

- OCC will be scheduling repair works for the road through Taston.
- The budget was approved on 10 February.
- OCC is looking for people to be coming flood wardens. Training will be given.
- OCC is planning to clear the pothole repair backlog by the end of March, that some areas have had temporary repairs which will be replaced by permanent ones over the summer.
- The Local Government Reorganisation consultation is open until 26 March.

45. To receive and comment on the Clerk's report

The Clerk's report was received and noted.

Planning and enforcement

46. Any planning applications received before the date of the meeting

25/03034/HHD – Erection to two two-storey side extensions to dwelling, demolition of existing ancillary structures and replacement of porch, demolition and replacement of detached garage to provide three open-sided car ports with ancillary office accommodation within the roof space, and associated works – Gentle Cottage, Cote Lane, Taston

It was **resolved** to comment on this application.

It was **resolved** to note the following concerns: that an appropriate construction traffic management plan is created to avoid traffic disruption; that the office accommodation over the car ports is only used as ancillary to the main residence.

47. Updates of previous planning applications and enforcement actions

25/02655/HHD – External and internal alterations with addition of mezzanine to allow for use of building for ancillary residential purposes – New Barn Farm, Ditchley Park, Enstone
Under consideration

25/02656/LBC – External and internal alterations with addition of mezzanine to allow for use of building for ancillary residential purposes – New Barn Farm, Ditchley Park, Enstone
Under consideration

25/02982/HHD – Erection of 1.5 storey side extension and single storey side extension.

Construction of outdoor swimming pool to rear of property, and associated work – The Barn Cottage, Dean

Approved – 05 February 2026

25/03023/HHD – Erection of single storey extension to rear of dwelling, erection of detached triple

Signed

(Chairman)

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garage with office space above, and associated work – Hill Farmhouse, Taston

Approved – 10 February 2026

Playground

48. To receive the regular playground inspection reports and agree actions

The playground inspection reports were received and noted.

It was noted that debris had been left following hedge cutting, that the blue paint is peeling from the seesaw, and that the roundabout needs cleaning.

49. To consider a quotation for playground signage and agree actions

A quotation for playground signage options was considered.

It was **resolved** to purchase new signage from Witney Signs, at a cost of £28.00

50. To consider the playground maintenance issues and agree actions

A progress report was received from Cllr Harvey.

Community

51. To consider community engagement options and agree actions (leaflet drop)

The leaflet is currently being designed by councillors.

52. To consider the date, time and structure of the Annual Parish Meeting and agree actions

The date of the meeting was discussed. It was agreed that the Clerk will send a list of her availability of Saturday's in April to the Chair, and check the availability of the Memorial Hall.

53. To consider community concerns about the state of roads through Taston and agree actions

Community concerns about the state of the roads through Taston were noted.

It was **resolved** to contact Cotswold View Caravan and Camping Site, to request they advise their visitors not to use the road through Taston to access the site.

It was **resolved** to contact OCC to discuss signage options to discourage through traffic from using the road through Taston.

54. To consider responding the Local Government Reorganisation consultation and agree actions

The Local Government Reorganisation consultation was considered.

It was **resolved** to delegate authority to the Clerk to respond to the LGR consultation on the Council's behalf if responses are received from councillors by 13 March.

Finance and administration

55. To ratify the expenditure since the last meeting

It was **resolved** to approve the following expenditure since the last meeting:

Unity Trust Bank	January bank charge	£6.00	Bank transfer
Anne Ogilvie	Salary – January		SO
Anne Ogilvie	Salary – January (remainder)		Bank transfer
HMRC	PAYE/NI – January		Bank transfer
OCC LGPS	Pension – January		Bank transfer
Anne Ogilvie	Salary – February		SO
Anne Ogilvie	Salary – February (remainder)		Bank transfer
HMRC	PAYE/NI – February		Bank transfer
OCC LGPS	Pension – February		Bank transfer

56. To approve the current expenditure

It was **resolved** to approve the following expenditure:

Anne Ogilvie	Clerk reimbursement	£81.50	Bank transfer
Spelsbury Memorial Hall	Hall hire – March	£20.00	Bank transfer
Unity Trust Bank	February bank charge	£6.00	Bank transfer
OALC	Annual membership	£228.00	Bank transfer

57. To instruct the current bank signatories to process the approved payments

It was **resolved** to approve the current bank signatories to process the approved bank transfer payments.

58. To note monies received

None.

59. To receive an update of the current status of the bank accounts

Unity Trust current account as of 31 January 2026 - £12,394.28

Credit in the HMRC PAYE account as of 31 January 2026 - £37.06

Signed

(Chairman)

Date

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60. To approve the bank reconciliation

It was **resolved** to approve the following bank reconciliation:
Unity Trust current account to 31 January 2026.

61. To approve the finance update

Receipts to 31 January 2026 - £11,642.00
Payments to 31 January 2026 - £8,308.88
Balance to 31 January 2026 - £12,058.40
It was **resolved** to approve the finance update to 31 January 2026.

62. To approve the budget update

It was noted that 61% of the budget had been used to 31 January 2026.
It was **resolved** to approve the budget update to 31 January 2026.

63. To approve the earmarked and general reserves update

It was noted that the following earmarked reserves and general reserves had been used to 31 January 2026:
Earmarked reserves: used £457.50, remaining £231.87
General reserves: used £460 (plus £249.56 VAT), remaining £7,326.35.
It was **resolved** to approve the earmarked reserves and general reserves.

64. To consider the budget virement report and agree actions

It was **resolved** to approve the budget virement report.

65. To consider the reserves review report and agree actions

It was **resolved** to approve the reserves review report.

66. To consider training options for Councillors and the Clerk, and agree actions

Training options were considered and noted.
It was **resolved** to approve the Clerk to attend OALC's Talking Tables training day, at a cost of £40.

67. To review and approve the Freedom of Information Scheme

It was **resolved** to approve the Freedom of Information Scheme.

68. To review and approve the High Consequence Infectious Disease Policy

It was **resolved** to approve the High Consequence Infectious Disease Policy.

69. To review and approve the Expenses Policy

It was **resolved** to approve the Expenses Policy.

70. To review and approve the Asset Register

It was **resolved** to approve the Asset Register.

Correspondence and information

71. To receive items for information only

None.

Next meeting

72. To receive requests for motions for the next agenda, and to note that motions and background papers (including quotations) for the next agenda must be received by the Clerk at least one week before the next meeting

- No requests for motions were received.

It was noted that motions and background papers (including quotations) for the next agenda must be received by the Clerk at least one week before the next meeting.

73. Next meeting – to note date, time and venue of next meeting

The next meeting will be the Annual Council Meeting, to be held on Tuesday 05 May 2026, at 7.30 pm, at Spelsbury Memorial Hall.

74. The meeting was closed at 9.20 pm.

Signed

(Chairman)

Date

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