

Spelsbury Parish Council

MINUTES 20260707

JULY 7, 2026

7.31 PM

SPELSBURY MEMORIAL HALL

ATTENDEES	Cllr Beacham (from item 149), Cllr Blackwell (Chair), Cllr Heelas, Cllr Lambert Anne Ogilvie (Clerk) No members of the public OCC Cllr Leffman, WODC Cllr Ridpath
ABSENT	Cllr Harvey

144. Welcome from the Chair

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

145. To receive apologies for absence

Apologies were received from Cllr Harvey.

146. To approve and sign the minutes of the meeting on 05 May 2026

It was **resolved** to approve the minutes of the meeting on 05 May 2026. The minutes were signed by the Chair.

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

None.

148. 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.

149. To receive reports from County and District Councillors

WODC Cllr Ridpath reported that:

- There has been a shift in power at WODC following the election, although the alliance remains in power.
- He has been elected Chair of the Audit and Governance Committee.
- The Westhive crowdfunding platform has been closed, and a new partnership is being set up.
- There will be a new environmental crime officer starting at WODC in August.
- A second habitat bank has been set up, for developers offsetting net biodiversity gain.

OCC Cllr Leffman reported that:

- She stepped down as Leader of the Council in May.
- She is now the Cabinet Member for Highways Construction and Repair.
- The government decision regarding Local Government Reorganisation should be published this month.
- Over 40,000 potholes have been filled since March.

(Cllr Beacham entered the meeting)

- OCC have started a highways dressing programme.
- A grant has been received from central government to put in more vehicle charging points.
- A policy has been passed for Quiet Lanes. There are eleven pilot schemes. Parish/Town Council support is required for a scheme to be considered.
- There is a new tree policy framework for the county from the autumn.

She also noted that she is now the Executive Member for Planning and Infrastructure at WODC. She noted that the Local Plan 2043 will be out for consultation at the end of July.

OCC Cllr Leffman and WODC Cllr Ridpath left the meeting.

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

The Clerk's report was received and noted.

Planning and enforcement

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

None.

Signed

(Chairman)

Date

2026/15

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152. 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
Approved – 24 March 2026

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
Approved – 24 March 2026

25/03034/HHD – Erection of 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
Approved – 21 May 2026

26/01068/HHD – Erection of outbuilding and greenhouse, with associated work – The Barn Cottage, Dean

Approved – 19 June 2026

26/01115/HHD – Erection of a sunroom – The Barn Cottage, Dean

Approved – 19 June 2026

Playground

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

The playground inspection report was received and noted.

It was noted that the path from the Chadlington Road is becoming overgrown.

154. To note the annual independent playground inspection will take place in July.

It was noted that annual independent playground inspection will take place in July.

155. To receive an update regarding new playground equipment and agree actions

It was noted that four quotations had been requested.

It was noted that two quotations had been received.

It was noted that the Council had the following funds available for new playground equipment: budget - £1,330; EMR - £500.

It was **resolved** to contract Proludic Ltd to remove the seesaw and install new playground equipment, two springers with safety surfaces, at a cost of £4,499.38, dependent on the Council obtaining funding to cover the remainder of the cost.

It was **resolved** to seek donations from the community to fund the remainder of the cost of the new playground equipment.

156. To consider the playground maintenance issues and agree actions

It was noted that the benches need cleaning and treating.

Community

157. To consider expressing an interest in OCC's Quiet Lane pilot programme and agree actions

It was **resolved** not to express an interest in OCC's Quiet Lane pilot programme. It was noted that the Council will wait until the pilot programme has taken place, and revisit Quiet Lane options if appropriate in the future.

158. To consider responding to OCC's speed limit review and agree actions

It was **resolved** to request that the B4022 from Charlbury to Enstone be a 40 mph zone from the Taston Road junction to Charlbury.

159. To receive an update regarding community issues and agree actions

It was noted that the community engagement leaflet is currently being designed by councillors.

Finance and administration

160. To ratify the expenditure since the last meeting

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

Unity Trust Bank	May bank charge	£7.00	Bank transfer
WTG Consultants Ltd	Internal audit 2025/26	£225.00	Bank transfer
Parish Online	Website and email	£378.00	Bank transfer
Anne Ogilvie	Salary – May		SO
Anne Ogilvie	Salary – May (remainder)		Bank transfer
OCC LGPS	Pension – May		Bank transfer
Anne Ogilvie	Salary – June		SO

Signed

(Chairman)

Date

Spelsbury Parish Council

Anne Ogilvie
OCC LGPS

Salary – June (remainder)
Pension – June

Bank transfer
Bank transfer

161. To approve the current expenditure

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

Anne Ogilvie	Clerk reimbursement	£92.76	Bank transfer
Richard Thorpe	Playground maintenance – May	£37.50	Bank transfer
SLCC Enterprises	National Conference	£158.75	Bank transfer
SLCC	Membership (part)	£56.40	Bank transfer
Witney Signs	Playground signage	£48.00	Bank transfer

162. 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.

163. To note monies received

OALC Refund – Talking Tables training £48.00

The monies received was noted.

It was **resolved** to set up a Training EMR and transfer the training refund from OALC, £48.00, from general reserves to the Training EMR.

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

Unity Trust current account as of 30 June 2026 - £14,470.20

Credit in the HMRC PAYE account as of 30 June 2026 - £29.26

Setting up a savings account was considered. It was **resolved** to set up a savings account. The Clerk will research options for the next meeting.

165. To approve the bank reconciliation

It was **resolved** to approve the following bank reconciliations:

Unity Trust current account to 31 May 2026, 30 June 2026

166. To approve the finance update

Receipts to 30 June 2026 - £6,148.00

Payments to 30 June 2026 - £2,792.17

Balance to 30 June 2026 - £14,437.31

It was **resolved** to approve the finance update to 30 June 2026.

167. To approve the budget update

It was noted that 22% of the budget had been used to 30 June 2026.

It was noted that Internal Audit budget line is overbudget by £25, and that this will increase over the year, as the internal audit will take place in two tranches, each to be billed on completion.

168. To approve the earmarked and general reserves update

It was noted that to 30 June 2026:

No earmarked reserves had been used, £72.90 of general reserves had been used (VAT).

As of 30 June 2026:

Earmarked reserves - £2,941.87

General reserves - £8,066.71

It was **resolved** to close the New Computer EMR and transfer the balance, £142.50, to general reserves.

It was **resolved** to approve the earmarked reserves and general reserves.

169. To review and approve the Disciplinary and Grievance Policy

It was **resolved** to approve the Disciplinary and Grievance Policy.

170. To review and approve the Health and Safety Policy

It was **resolved** to approve the Health and Safety Policy.

171. To review and approve the Employer Discretionary Pension Policy

It was **resolved** to approve the Employer Discretionary Pension Policy.

172. To review and approve the risk assessment

It was **resolved** to approve the risk assessment.

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

Training options were considered and noted.

174. To consider internal auditor arrangements for the current financial year and agree actions

It was **resolved** to retain Theresa Goss as the internal auditor for the current financial year, at a cost of £225.

Signed

(Chairman)

Date

2026/17

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It was noted that the internal auditor is independent of the council.

It was **resolved** to agree the Letter of Engagement 2026/27 and sign the Agreement of Terms.

Correspondence and information

175. To receive items for information only

It was noted that a response had been received from the Cotswold View campsite regarding traffic movement through Taston.

It was noted that Cllr Lambert will be resigning after the meeting. The Council thanked him for his work as a councillor.

Next meeting

176. 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

- To invite TVP to attend the September meeting and provide a rural crime update.

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.

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

The next meeting will be held on Tuesday 01 September 2026, at 7.30 pm, at Spelsbury Memorial Hall.

178. The meeting was closed at 9.22 pm