

Spelsbury Parish Council

MINUTES 20260901

SEPTEMBER 1, 2026 7.30 PM

SPELSBURY MEMORIAL HALL

ATTENDEES	Cllr Beacham, Cllr Blackwell (Chair), Cllr Harvey Anne Ogilvie (Clerk) Three members of the public OCC Cllr Leffman (from item 185), WODC Cllr Ridpath TVP, PC Bruce Claridge
ABSENT	Cllr Heelas

179. Welcome from the Chair

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

180. To receive apologies for absence

Apologies were received from Cllr Heelas.

181. To approve and sign the minutes of the meeting on 07 July 2026

It was **resolved** to approve the minutes of the meeting on 07 July 2026. The minutes were signed by the Chair.

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

None.

183. To receive an update regarding the councillor vacancy and agree actions

It was noted that no election has been requested, therefore the Council is able to fill the vacancy via co-option.

184. 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.

185. To receive a report from Thames Valley Policy

A report was received from PC Bruce Claridge, based in Chipping Norton. He noted that the majority of issues had been linked to welfare concerns and personal issues. He understood peoples concerns about thefts, burglaries and vehicle crimes which had occurred in surrounding areas. He noted that there had been a spate of thefts from vehicles early in the year. He advised that PCSOs are being trained to use speed guns.

OCC Cllr Leffman entered the

186. To receive reports from County and District Councillors

WODC Cllr Ridpath reported that:

- That the District had been quiet over the summer.
- That the draft WODC Local Plan 2043 is out for final consultation..

OCC Cllr Leffman reported that:

- That, in her position within WODC, she has spoken to Thames Water, and obtained agreement that they will be more proactive regarding capacity availability in the future when responding to planning applications.
- The road near the sewage works in Spelsbury is scheduled to be repatched.
- Highways are experimenting and testing different types of pothole fillings.

OCC Cllr Leffman and WODC Cllr Ridpath left the meeting.

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

The Clerk's report was received and noted.

Planning and enforcement

188. Planning application: 26/01613/FUL – Retention of temporary car park on a permanent basis (retrospective) – The Mansion, Ditchley Park, Enstone

It was **resolved** not to comment on this planning application.

Signed

(Chairman)

Date

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

None.

190. Updates of previous planning applications and enforcement actions

None.

Playground

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

The playground inspection report was received and noted.

192. To receive the annual independent playground inspection report and agree actions

The annual independent playground inspection report was received and noted.

It was **resolved** that Cllr Blackwell would investigate the MUGA surface repairs required, the swing chain repairs required, and install the entrance signage.

It was noted that the Council will remove the seesaw when funding has been obtained for the playground refurbishment project.

It was noted that the fence referred to in the report is not the Council's responsibility.

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

Cllr Blackwell advised that he was seeking donations to help fund the work.

The Clerk advised that the contractor's quote was valid until September.

194. To consider the playground maintenance issues and agree actions

It was noted that the grass cutting had not taken place in August due to the dry weather.

Community

195. To consider the Local Nature Recovery Strategy draft report from OCC and agree actions

It was **resolved** to delegate responding to the Local Nature Recovery Strategy draft report to the Clerk if representations were received from councillors.

196. To consider responding to the consultation regarding dog fouling in West Oxfordshire and agree actions

It was **resolved** not to comment on the consultation regarding dog fouling in West Oxfordshire.

197. To consider responding to the consultation regarding the Local Plan and agree actions

It was **resolved** to delegate responding to the Local Plan consultation to the Clerk if representations were received from councillors.

198. To note receipt of documents from the Planning Inspectorate regarding Spelsbury Footpath No19 and Spelsbury Footpath No21 and agree actions

Receipt of documents from the Planning Inspectorate regarding Spelsbury Footpath No19 and Spelsbury Footpath No21 was noted.

It was **resolved** not to comment on the documents received from the Planning Inspectorate regarding Spelsbury Footpath No19 and Spelsbury Footpath No21.

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

There was no update from councillors.

Action Plan and Budget

200. To consider the draft Action Plan for 2027-2028 and agree actions

The draft Action Plan for 2027-2028 was considered.

It was **resolved** to approve the Action Plan for 2027-2028.

201. To consider the draft budget for 2027-2028 and agree actions

The draft budget for 2027-2028 was considered.

It was agreed to split the playground maintenance costs out from parish maintenance budget line.

It was noted that the Council will reconsider the 2027-2028 at the November council meeting.

Finance and administration

202. To ratify the expenditure since the last meeting

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

Unity Trust Bank	June bank charge	£7.00	Bank transfer
Logs Unlimited	Village Gate maintenance	£523.20	Bank transfer
Playsafety Ltd	Annual playground inspection	£99.60	Bank transfer
Richard Thorpe	Playground maintenance	£75.00	Bank transfer
ICO	Data protection fee	£47.00	DD
Anne Ogilvie	Salary – July		SO
Anne Ogilvie	Salary – July (remainder)		Bank transfer

Signed

(Chairman)

Date

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OCC LGPS
Anne Ogilvie
OCC LGPS

Pension – July
Salary – August
Pension – August

Bank transfer
SO
Bank transfer

203. To approve the current expenditure

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

Anne Ogilvie	Clerk reimbursement	£68.09	Bank transfer
Anne Ogilvie	Salary – August (remainder)		Bank transfer
Unity Trust Bank	July bank charge	£7.00	Bank transfer
Parish Online	Mapping software renewal	£54.00	Bank transfer
Spelsbury Memorial Hall	Hall hire – July	£20.00	Bank transfer
Spelsbury Memorial Hall	Hall hire – September	£20.00	Bank transfer

204. 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.

205. To note monies received

None.

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

Unity Trust current account as of 31 July 2026 - £13,692.85

Credit in the HMRC PAYE account as of 31 July 2026 - £29.26

It was **resolved** to approve the update of the current status of the bank accounts.

207. To approve the bank reconciliation

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

Unity Trust current account to 31 July 2026.

208. To approve the finance update

Receipts to 31 July 2026 - £6,148.00

Payments to 31 July 2026 - £3,670.84

Balance to 31 July 2026 - £13,558.64

It was **resolved** to approve the finance update to 31 July 2026.

209. To approve the budget update

It was noted that 27% of the budget had been used to 31 July 2026.

It was noted that the mileage line is running overbudget.

It was noted that the SLCC membership line is £1.40 overbudget.

It was **resolved** to approve the budget update to 31 July 2026.

210. To approve the earmarked and general reserves update

It was noted that to 31 July 2026:

No earmarked reserves had been used, £102.15 of general reserves had been used (VAT).

As of 31 July 2026:

Earmarked reserves remaining - £2,847.37

General reserves remaining - £8,209.21

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

211. To consider savings account options and agree actions

Savings account options were considered.

It was **resolved** to set up the following savings accounts with Unity Trust Bank:

- Instant access account

- 32 day notice account

- 95 day notice account.

It was **resolved** that Cllr Blackwell and Cllr Heelas would be signatories for the savings accounts, and the Clerk would have administration access, and the access required to move funds between accounts.

It was **resolved** to delegate authority to the Clerk to manage the transfer of funds between accounts.

212. To review and approve the Equal Opportunities Policy

It was **resolved** to approve the Equal Opportunities Policy.

213. To review and approve the Training and Development Policy

It was **resolved** to approve the Training and Development Policy.

214. To review and approve the Security Incident Response Policy

It was **resolved** to approve the Security Incident Response Policy.

Signed

(Chairman)

Date

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

Training options were considered and noted.

It was noted that the Clerk will attend the NALC Legal Update session, at no cost to the council.

216. To consider the membership of the Staffing Committee following the resignation of Cllr Lambert and agree actions

It was **resolved** to appoint Cllr Harvey to the Staffing Committee.

217. To select a councillor to undertake the annual asset inspection

It was **resolved** to appoint Cllr Blackwell to undertake the annual asset inspection.

Correspondence and information

218. To note correspondence received and agree actions

It was noted that a resident had requested that the Parish Council carry out verge cutting in Spelsbury. It was noted that the verges are the responsibility of OCC, but that permission could be obtained from OCC to allow the Parish Council to undertake maintenance activities. It was noted that an indicative price for verge cutting in Spelsbury had been obtained.

It was agreed to create verge cutting plans for Dean and Taston and obtain indicative prices for verge cutting.

219. To receive items for information only

It was noted that the 2026 Local Government Pay Settlement and salary award figures had been agreed, to be backdated to April 2026.

It was noted that a response had been received from OCC regarding the road speed consultation.

Next meeting

220. 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

- None.

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.

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

The next meeting will be held on Tuesday 03 November 2026, at 7.30 pm, at Spelsbury Memorial Hall.

222. The meeting was closed at 10.02 pm