

WESTON ON THE GREEN PARISH COUNCIL

MINUTES

For the meeting of Parish Council, held in Village Hall on Wednesday 5th November 2025

Meeting Number 25.429

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

Public Participation

A member of the public requested an update on Sainthill Copse. JM confirmed that the inspectors have visited and commented they are currently quite happy with what the owner is trying to achieve.

A resident also wished to thank The Manor for clearing the acorns along the pavement outside The Manor as it has made a real difference.

25.429.1 To Receive: Apologies for non-attendance

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

Apologies were received from Councillor Gordon (Oxfordshire County Council) and Councillor Coton (Cherwell District Council) but reports had been received.

4 members of the public were in attendance.

25.429.2 To Receive: Declarations of Interest

There were none relevant to this meeting.

25.429.3 To Receive & Approve: Minutes of the Parish Council meeting held on 1st October 2025 (SD)

The minutes of the Parish Council meeting held on 1st October 2025 were discussed with no changes required.

The resolution to approve the minutes for the Parish Council meeting held on 1st October 2025 was proposed by SD and seconded by TR. The motion was supported unanimously by the Council.

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

25.429.4 For Information: Chair report (DB)

DB provided her report to the Council highlighting the dedication of village volunteers in recent weeks including maintaining the church grounds and helping with fireworks night.

DB recently attended two significant events:

1. **Unitary Council Proposals:** Parish, district and county councillors met to discuss three proposals affecting 48 villages under the Greater Oxford Unitary Proposal. The majority favoured a single authority, citing concerns that rural parishes would be disadvantaged by the Greater Oxford solution. The proposals will be submitted to the government on 18th November 2025, with public consultation to follow. Parish participation in this consultation is strongly encouraged.

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2. **NALC Planning Framework Session:** The session addressed the impact of the new planning framework on rural parishes, particularly those in the Green Belt. Maintaining an up to date Neighbourhood Plan is essential for opposing large-scale housing developments. The proposed planning bill may reduce committee oversight, granting more authority to planning officers. Further details will be provided in the Village News.

Finally, DB was pleased to announce the approval of our application to reduce the speed limit on the B430 to 30mph. This achievement is the result of persistent efforts by Graham Barnett and the Speedwatch team, whose data collection was instrumental in this success.

25.429.5 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 clerk confirmed that a VAT claim for £1,906.00 had been submitted to HMRC to cover the period 1st October 2024 to 31st March 2025 (Q3 & Q4 FY 2024/2025).

The application submitted to the Thames Valley Police community fund was successful, although not for the full value. The Parish Council have been granted £6,650.00 to help fund the implementation of speed indicator signs on B430.

The community bus has received a permit for the new Oxford congestion charge scheme which came into place on 29th October 2025.

It was confirmed that unfortunately OCC will not place a new salt bin at Milestone Lane/B430 junction as the road in the development has not been adopted.

25.429.6 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.

Some repairs were identified as being required to the fencing at the playground; JM has agreed to take a look.

A quote from Slade Estates to repair the hedge fronting Church Lane was discussed. JM confirmed that any new hedging would require fencing located around it to protect it from animals. Further discussion is required on this issue before a decision is made.

Mole activity requires monitoring again as they have started their activity on the playing field.

25.429.7 For Discussion: Discuss recommendations from the Planning Group on planning applications (SD)

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

Building Applications

Decisions Received – Permitted

25/01127/F – Summer Court, North Lane

25/01159/CLUE – Weston Grounds Farm

25/02207/DISC and **25/02208/DISC** – Cruck Cottage, Northampton Road

25/02321/DISC – Ruperts Cottage, Northampton Road

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Decisions Received – Refused; Withdrawn

None

Appeals**25/00041/REF** – Reynards Lodge, North Lane - pending**Awaiting Decision****25/00139/F - Part of OS Parcel 0006 Adjacent and North of Normandy, North Lane**

Demolition of existing buildings and the erection of five detached single and two-storey dwellings together with access, parking and garaging, amenity space, landscaping and drainage works. **Commented**

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.

2037 earliest connection to National Grid for solar.

Commented**25/02287/F – Weston Community Shop**

Alter existing openings in front elevation, revise external paving (ramp and wider door for wheelchair access).

Commented**New Applications****25/02637/F – Bramley Cottage, Mill Lane**

Single storey extension to side. Rear facing dormer.

Tree Applications

None new

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

25.429.8 For Discussion: To discuss the offer from Roger Evans of the land composing the Footpath northwards from North Lane (path 422/22 - part) (SD/DB)

SD outlined a description of the footpath which runs northwards from North Lane between the houses of Normandy and Stoneyfield. It comprises:

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- A narrow section (approx. 2m wide) from North Lane to the dog-leg. This area receives heavy footfall and suffers from mud and poor drainage.
- A wider section (approx. 5m wide) from the dog-leg to the kissing gate.

Roger Evans currently owns the wider section and has offered to gift this portion of land to the Parish Council.

Potential benefits of accepting the gift include:

- The Parish Council would be able to ensure ongoing, high-quality maintenance of the well-used footpath.
- Ownership would give the Parish Council greater influence over improvements, including discussions over upgrades to the narrow section.
- The land would be afforded a degree of protection against future non-recreational use, safeguarding the strip as part of the village’s footpath network.

Potential drawbacks/costs discussed included:

- Ongoing maintenance responsibilities, including mowing and general upkeep.
- Repairs required at both ends of the footpath; the kissing gate stones also need attention.
- The narrow section, owned by Stoneyfield owner, will require work to improve drainage and accessibility; although this is not an area of Council control.
- Legal fees for the transfer of title would fall to the Parish Council.
- Need to investigate insurance requirements for ownership of the land.
- Concern that, if the Stoneyfield planning application is approved, increased water runoff may add to future maintenance pressures.

Graham Barnet, footpath warden, reported that he had discussed the issue with the OCC Footpath Officer who commented:

- The footpath officer would comment during any planning process but otherwise maintains a neutral stance.
- The key access point is located on North Lane.
- Landowners and the Parish Council are encouraged to seek opportunities to protect important strips of land and consider wider village development issues.
- The land must continue to be maintained as a public right of way.

Further work is required to be undertaken to compile a list of cost items, including insurance, maintenance, and necessary repairs along with investigating legal fees associated with the transfer of the title.

This item will be discussed and a formal resolution put forward for consideration at a future Parish Council meeting.

Action: SD/DB plus those required to investigate costs and maintenance required for footpath leading north from North Lane.

25.429.9 For Information: Parish Council Development Plan updated draft (DB)

DB presented the updated plan to the Council, highlighting some minor changes to be made. Once these have been finalised it was agreed that the plan would become a working document going forwards and placed on the Parish Council website.

Action: Clerk to place the finalised PC Development Plan 2025-28 on the PC website.

25.429.10 For Discussion: Update on village works (JM)

JM to visit the playing field to look at the playground fencing.

A further visit is required from ecologist, Pedro Collins, to advise what work is required on the North Lane central pond; JM to arrange visit as this work would be required to be undertaken in the next few months.

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JM advised that the hedge cutter contractor will visit the village in around three weeks.

Action: JM to investigate issues with the playground fencing.

Action: JM to arrange a visit from Pedro Collins regarding the North Lane pond.

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

MA provided confirmation that OCC had approved the application for the speed limit reduction on B430 at their meeting on 9th October 2025.

As reported in the clerks report the application submitted to the Thames Valley Police community fund to help fund the implementation of speed indicator signs on B430 was successful and the Council will receive £6,650 in support.

A meeting of the Traffic Advisory group had been held and MA provided an overview.

Further clarification is required from OCC regarding the process and timings for the approved speed reduction on B430 and MA requested if the clerk could request an update.

Action: Clerk to request an update from OCC on next steps and timings for the B430 speed reduction project.

The traffic group will obtain revised quotes on the speed indicator signs and look into a moveable option.

MA confirmed that the Speedwatch scheme is ongoing and a reduction in speeds on B430 has been seen however there is still concern over speeds on Church Lane. The Traffic Advisory group will discuss any potential options that can be implemented.

Concern was raised over developments at Junction 10 of M40 and further clarification will be sought over what improvements to junction 9 and 10 may involve.

The issue of obtaining a weight limit through the village was also discussed as currently there is only a weight limit on the flyover southbound.

25.429.12 Resolution: To Approve Parish Council Q2 2025/26 Financial Accounts (TR)

TR presented the Parish Council Q2 accounts for financial year 2025/26 following their approval by the finance advisory group. A summary of expenditure in Q2 vs budget, bank reconciliation and income details were provided.

The income for July-September 2025 was £16,702.81 and included payments received relating to the CDC precept, OCC verge cutting grant and bank interest.

Budgeted expenditure in the second quarter (£7,761.55 including VAT) included mainly grass cutting, playing field maintenance, community bus, audit fees, general village maintenance, clerks salary and IT costs.

Overall expenditure has remained in line with the budget, with a small overspend on playing field costs due to the purchase of a mower radiator. Some budget lines have not yet incurred any costs, including IT equipment renewal, election expenses, tree-related work and spinney maintenance. There has also been limited spending on village initiatives so far this financial year, though funds have been set aside for various projects. Activity is continuing into Q3 and Q4, and additional expenditure is expected, including costs associated with planned traffic works for the B430.

TR also noted that £15,000 has been moved between the community and business Barclays Bank accounts to maximise interest earned. The community account will be retained at around £10,000 and money transferred to ensure this level is retained.

The resolution to approve the Parish Council financial accounts covering Q2 2025-2026 was proposed by TR and seconded by SD. The motion was supported unanimously by the Council.

Action: Clerk to upload the Parish Council Q2 accounts (FY 2025/26) to the Parish Council website.

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25.429.13 Resolution: To Approve a donation request from the Village Hall to contribute half the cost (£85.00) for the purchase of a wrought iron guard to protect the Sycamore Gap 'Tree of Hope' sapling (TR)

The Council discussed the donation request to help fund half of the cost of an iron guard to protect the Sycamore Gap 'Tree of Hope' sapling.

The resolution to approve a donation request from the Village Hall to contribute half the cost (£85.00) for the purchase of a wrought iron guard to protect the Sycamore Gap 'Tree of Hope' sapling was proposed by TR and seconded by DB. The motion was supported unanimously by the Council.

The request is in line with the Weston on the Green Parish Council Donations Policy and the Council has used the powers under Section 137 of the Local Government Act in order to grant this donation.

25.429.14 For Discussion: Review of Parish Council Budget 2026/27 (TR/DB)

TR presented an overview of an initial draft of the budget for financial year 2026/27.

A discussion was held regarding the draft budget and future projects for the Council to focus on. Further work will be undertaken to take the discussion points on board and a further draft will be presented to the December 2025 Parish Council meeting.

Action: Clerk to add draft budget discussion to the December 2025 PC meeting agenda.

25.429.15 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 2025-26 Budget Line
539	Slade Estate Services Limited	Monthly maintenance of playing field - September	£432.85	Village Works/Playing Field Maintenance	-£31.10*
540	Cherwell District Council	Dog litter bin emptying x5 (summer period)	£377.52	Village Works/Dog Bin Emptying	£741.12
541	Diane Bohm	Nalc Training: Planning (Diane Bohm)	£42.00	Staff Costs/Training	£222.00
542	Diane Bohm	Neighbourhood Plan website hosting 2025 (Vistaprint)	£132.00	Village Initiatives/ Neighbourhood Plan Review	£2,405.79

It was confirmed that invoice 539 had already been paid as payment was due before this meeting approval.

The resolution to approve the invoices detailed in the table was proposed by TR and seconded by JM. 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.

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

Councillor Gordon provided an update report covering various issues in the county which had been circulated to the Councillors:

Oxford Traffic Management: the congestion charge went live on the 29th October 2025. OCC will be monitoring the results closely. The funds from the congestion charge will be used to support free park and ride buses for the first three months, as well as a number of bus service improvements including a more frequent 700 bus and more frequent 2 and 2a services from Oxford Parkway Park and Ride.

Cowley Branch Line: funding for the Cowley Branch Line has been approved following investment by the county council and lobbying by the County’s MPs.

East West Rail: it had been hoped that East West Rail would open by the end of this year, however it appears that this will no longer be the case.

Part-Night Lighting Approved: following a policy change by the County Council, the Parish Councils will now have the right to request that street lights be turned off after 11:30pm.

Name our Gritters: the county council has issued a call for naming suggestions for the new gritters with a particular request for any names that reference Oxfordshire’s culture, history and places. <https://letstalk.oxfordshire.gov.uk/name-oxfordshire-s-new-gritters>

Highways Consultation: Oxfordshire is taking part in a nationwide survey on public satisfaction with transport and road services. They are asking for your views on: accessibility; highways maintenance; public transport; road safety; tackling congestion; walking and cycling; business users. The surveys are independent, anonymous and have been created for the National Highways and Traffic Network (NHTN) and are open till February 2026. <https://letstalk.oxfordshire.gov.uk/nht-2025>

Fire and Rescue consultation: a consultation has been opened on consolidating Fire and Rescue services which may in practice improve response times. For this area, it is proposed to move the first fire engine at Bicester from an on-call firefighter model to a ‘day crewed, night on-call’ model, where the fire engine is staffed by paid crew during the day who are then on-call at night (this model is already adopted in Kidlington). The second fire engine will be crewed by volunteer on-call firefighters as at present. The consultation is open at <https://letstalk.oxfordshire.gov.uk/ofrs-consultation-until-February-2026>

Action: Clerk to place the November OCC Councillor report on the PC website.

In her absence Councillor Coton provided the following report from CDC:

- From Thursday 1st January 2026, residents will be able to recycle glass from home as kerbside collection is starting; more information will follow.
- CDC will have a special full council meeting on Monday 10th November 2025 to discuss Local Government Reorganisation. This is an advisory council to advise the executive about the views of the council on the three options.

25.429.17 Resolution: To Approve the Data & Systems Groups recommendation to subscribe to Parish Online’s mapping package free for 90 days, alongside reviewing options for new website/email providers (MA)

MA outlined that a meeting had been held last week with DB, MA and the clerk to discuss website/email provider options to aid with the new compliance requirements for assertion 10 of the AGAR form for 2025/26.

In the first instance it was suggested that the Council explore the mapping package offered by Parish Online, who offer 90 day free trial, alongside reviewing options from other providers.

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The resolution to approve the Data & Systems Groups recommendation to subscribe to Parish Online's mapping package free for 90 days, alongside reviewing options for new website/email providers was proposed by MA and seconded by TR. The motion was supported unanimously by the Council.

Action: Clerk/DB to subscribe for the free trial of Parish Online's mapping package and to request further information on email/website options.

The chair requested an extension of time to the meeting to cover the remainder of the agenda items, this was approved by all Councillors.

25.429.18 Resolution: To Approve Data Protection Policy (DB)

The resolution to approve the Data Protection Policy was proposed by DB and seconded by MA. The motion was supported unanimously by the Council.

Action: Clerk to upload new version of the Data Protection Policy to the PC website.

25.429.19 Resolution: To Approve ICO Model Publication Scheme and information available from Weston on the Green Parish Council (DB)

The resolution to approve the ICO Model Publication Scheme and information available from Weston on the Green Parish Council was proposed by DB and seconded by JM. The motion was supported unanimously by the Council.

Action: Clerk to upload new version of the ICO Model Publication Scheme and information available from Weston on the Green Parish Council to the PC website.

25.429.20 Resolution: To Approve Document Retention Policy (DB)

The resolution to approve the Document Retention Policy was proposed by DB and seconded by SD. The motion was supported unanimously by the Council.

Action: Clerk to upload new version of the Document Retention Policy to the PC website.

25.429.21 Resolution: To Approve Parish Council Privacy Notice (DB)

The resolution to approve the Parish Council Privacy Notice was proposed by DB and seconded by TR. The motion was supported unanimously by the Council.

Action: Clerk to upload new version of the Parish Council Privacy Notice to the PC website.

25.429.22 Next Parish Council Meeting Date: Wednesday 3rd December 2025, 7.30pm (DB)

Meeting closed: 21.39

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