

LEWKNOR PARISH COUNCIL

www.lewknorparishcouncil.gov.uk

Chair: Caroline Hjorth
Clerk: Donna Evans
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Tel: 07833 125 414

To members of the Council:

You are hereby summoned to attend a meeting of Lewknor Parish Council on Monday 10th March 2025 at 7.30pm for the purpose of transacting the following business:

APOLOGIES FOR ABSENCE

Item 1: MEMBERS' DECLARATION OF INTEREST (FOR ITEMS ON THE AGENDA)

Item 2: TO APPROVE & SIGN THE MINUTES OF THE MEETING HELD ON 10th FEBRUARY 2025

Item 3: MATTERS ARISING FROM PREVIOUS MINUTES (INFORMATION ONLY)

Item 4: PUBLIC PARTICIPATION SESSION

Members of the public may make representations or comments. To last no longer than 5 minutes. This is the only part of the agenda when the public is permitted to speak unless invited by the Chair to answer questions or give evidence in respect of items on the agenda.

Item 5: FUTURE DEVELOPMENT OF PARISH

Item 6: THAMES VALLEY POLICE REPORT

Item 7: DISTRICT AND COUNTY COUNCILLORS' REPORTS

Item 8: FINANCE

- a) To receive and note a budgetary control report for year to date from the RFO and to note that the RFO has transferred £5,000 from LPC's savings to Treasurers account.
b) To approve payment of the following outstanding accounts:

i) Community First Oxfordshire	Membership	£55.00	S.137 LGA 1972
ii) Friends of the Ridgeway	Membership	£15.00	S.137 LGA 1972
iii) CPRE membership	Membership	£36.00	S.137 LGA 1972
iv) LPRG&H	Hall Rental	£84.00	S.111 LGA 1972
v) OALC	Subscription	£240.00	S.143 LGA 1972
vi) Greenbarnes	Noticeboards	£4073.28	CIL
vii) Oxfordshire Pension Fund	Pension cont. March	£150.79	S.112 (2) LGA 1972
viii) PetWasteSolutions	Dog bin emptying	£92.95	S.111 LGA 1972
ix) D Evans	Clerk's expenses	£36.18	S.112(2) LGA 1972
x) Allen Landscaping	Moving Dog Bin	£156.00	CIL
xi) Allen Landscaping	Installing noticeboards	£504.00	CIL

- c) To note pension payment that needed to be made ahead of meeting of £332.59 to cover Nov-Dec, authorised by Councillor Hjorth and Councillor Hudson.
d) To note grant received for solar panels into the Treasurer's account - £6,100
e) To note the final payment to Sky was made via Direct Debit and the Tesco Direct Debit is now set up for the Clerk's mobile phone
f) To note payment next month (as agreed in LPC's budget) of £700 to Grapevine
g) To receive and discuss a List of Payments Schedule for 2025-26
h) To note the Lloyds fee was taken from the hall account on/after 2nd March - £4.25 and Lloyds fee for Treasurers Acc will be taken on/after 18th March - £4.25
i) To note LPC's annual fee to the ICO will be taken by direct debit in early April
j) To note Clerk has transferred remaining petty cash back to LPC account
k) To note Clerk purchase of new laptop and laptop case using account card
£315.83 20.0% VAT £63.17 £379.00
£ 12.49 20% VAT £2.50 £14.99
l) To approve Clerk use of account card for expenses
m) To note update from Lloyds Account
n) To discuss charities for S137 in 2025-26

Item 9: PLANNING

a) To discuss the following new application:

i) P25/S0632/N4C, for development work at the following location: Poplars Farm Chalford Road Postcombe The application is for: Conversion and change of use of two barns from agricultural use to a storage/distribution Class B8 use.	New Application Target Decision Date: 23 rd April 2025
ii) P25/S0633/N4C, for development work at the following location: Poplars Farm Chalford Road Postcombe The application is for: Change of use of an area of hardstanding within the curtilage of a barn to Class F2(c) for the provision of an open tennis court	New Application Target Decision Date: 23 rd April 2025

b) To discuss/note the status of the following applications:

i) APP/Q3115/W/24/3352135 on P24/S1542/FUL Lancing, 11A Weston Road, Lewknor Division of site. Construction of a new house and retention of existing bungalow	Decision awaited
ii) P25/S0116/N4B, for development work at the following location: Upper Copcourt Farm Thame Road Postcombe The application is for: Change of Use of agricultural barn to 3 bedroom dwellinghouse.	Comments submitted from LPC Target Decision Date: 26th March 2025
iii) P24/S2648/HH Sheep Brook Cottage Nethercote Lane Lewknor - The application s for discharge of conditions 3 (slab levels & materials), 4 (tree protection), 5 (CEMP), 6 (biodiversity enhancements), 7 (external lighting) & 8 (GCN licence) on application P24/S2648/HH (Two storey side extension, the addition of dormer windows in the loft and internal alterations).	Target Decision Dae: 31 st March 2025

c) To note/discuss any development concerning the proposed solar farm

Item 10: HIGHWAYS AND TRANSPORT

- a) To note/discuss any further updates on Hill Road Steps and electricity cables
- b) To note/discuss update from Traffic and Road Safety on 20mph signage and VAS.
- c) To note/discuss any updates on Manor Close
- d) To note/discuss update on overhanging trees in Box Tree Lane
- e) To note/discuss update on hedges on Weston Road from the Crescent
- f) To note/discuss update on Jubilee Hall driveway
- g) To note any update on visit from Tree Officer, OCC visit
- h) To note or discuss any other issues arising in the parish

ITEM 11: MINUTES

- a) To note that the minutes from 2018-end of 2024 are being archived on 11th March at the History Centre.

ITEM 12: PARISH COUNCILLOR VACANCY

- a) To note resignation received from Cllr Gordon. Notice of Vacancy posted on 24th February for 14 working days.
- b) To discuss any matters around vacancy

ITEM 13: CHARITY COLLECTIONS

- a) To discuss response to Charity collections policy

Item 14: CIL

- a) To note noticeboards have arrived at Greenbarnes and Cllr Hjorth arranging collection.
- b) To discuss refilling of the sandpit in the playground
- c) To discuss topping up the topsoil of all planters in the parish
- d) To discuss what to spend remaining CIL money on, needs to be spent by 24th April 2025.

Item 15: GRANTS

- a) To discuss grants to apply for remaining Solar panel
- b) To discuss attendance at grants information event

Item 16: EMAIL AND WEBSITE

- a) To discuss continual usage of Vision ICT and other options

Item 17: SUMMER EVENT

- a) To note poster published in the grapevine to ask for volunteers to organise a summer fete/horticultural show.

Item 18: OUTDOOR EXERCISE CLASSES

- a) To discuss the free outdoor exercise classes

Item 19: CORRESPONDENCE RECEIVED

- a) To not update on bench for Susan Watts
- b) To note support sent from councillors to Thame Council for the Banking Hub, deadline was 28th February and all councillors agreed to support this.

DATE OF NEXT MEETING: 7th April 2025 Monthly Parish Council Meeting

Donna Evans

Donna Evans, Clerk to Lewknor Parish Council

4th March 2025