

MINUTES OF THE MEETING OF THE PARISH COUNCIL  
HELD IN THE JUBILEE HALL ON 10<sup>th</sup> JULY 2024

Present: Mrs Caroline Hjorth (Chair)  
Mr Duncan Boulton  
Mrs Margaret Poole  
Mr John Poole

Ms Barbara Drysdale (Clerk)

Also present were: Cllr Georgina Heritage (SODC) and 8 residents

Apologies were received from: Cllrs Ray Hudson & Les Gordon (LPC)

**Item 1: MEMBERS’ DECLARATION OF INTEREST**

None were received.

**Item 2: APPROVAL OF THE MINUTES OF THE MEETING OF THE PARISH COUNCIL**

The minutes of the parish council meeting held on 17th June 2024 were accepted as being a true record of proceedings by councillors and signed accordingly by the Chair.

**Item 3: MATTERS ARISING FROM PREVIOUS MINUTES**

There were no matters arising that are not covered under other items.

**Item 4: PUBLIC PARTICIPATION IN SESSION**

Eight residents attended to voice their concern about the proposed solar farm. The parish council encouraged them to attend the presentation arranged by Solar2 on 17th July.

See also Item 8c.

**Item 5: THAMES VALLEY POLICE**

There was no police report.

**Item 6: DISTRICT AND COUNTY COUNCILLORS’ REPORTS**

The council noted Cllr Heritage’s report. She read a statement from Cllr van Mierlo following his election to Parliament in which he announced he would be staying on as OCC councillor until elections in May 2025.

**Item 7: FINANCE**

a) The council received and noted a budgetary control report for the year to date from the RFO which showed balances as of 5th July 2024:

- Treasurers Account: £3,832.42
- Business Savings Account: £16,246.47
- Hall Account: £8,214.70

And noted that the RFO transferred £2,000 from LPC’s savings to Treasurers acc

b) The council approved payment of the following outstanding accounts:

- i) Marie Curie charity                      Donation                      £75.00                      S.137 LGA 1972
- ii) B Drysdale Clerk’s                      Expenses                      £40.50                      S.112(2) LGA 1972

Chair/  
JP

Chair: .....

Date:.....

- iii) Pet Waste Solutions Dog bin emptying £92.95 S.111 LGA 1972
- iv) Allen Landscaping Grasscutting £192.00 S.19 PG(MP)A 1976
- v) CLB Installation of planters £420.00 CIL
- vi) BGG Grasscutting £615.60 S.19 PG(MP)A 1976
- c) The council formally approved payment of outstanding bills during the summer recess: to be carried out in the usual way with all invoices sent to councillors and online approval by two.
- d) The Clerk told the meeting that due to unforeseen circumstances; she and the Vice Chair/Finance Councillor Duncan Boulton had not been able to meet to go through the new Financial Regulations. The council formally agreed this would be held over until LPC's September meeting.

Clerk  
DB/Clerk

**Item 8: PLANNING**

- a) The council considered the following new applications:  
 P24/S1948/FUL & P24/S1949/LB Knapp Farm, Weston Road, Lewknor  
 Conversion and extension of a barn, stable (including demolition of the stables lean-to) and garage block to create 4 dwellings together with a separate outbuilding, bin store, car and cycle parking and associated works, with a new (i) vehicular and pedestrian access and (ii) pull in area and field access, both off Weston Road  
 The Chair, Vice Chair and Planning councillors had met to draw up a response; it was agreed that the Chair would finalise this and the Clerk would submit on Monday 15th  
 The council formally approved a submission of Response.
- b) The meeting noted the status of the following applications:
  - i) P24/S0616/HH Sheep Brook Cottage, Nethercote Lane, Lewknor A pproved  
 Detached Oak frame garage on existing concrete base with storage & home office in roof space
  - ii) P24/S1542/FUL Lancing, 11A Weston Road, Lewknor Decision awaited  
 Division of site. Construction of a new house and retention of existing bungalow
  - iii) P24/S1722/AG Knapp Wood Farm, Hill Road, Lewknor Not needed  
 Erection of a agricultural barn
  - iv) P24/S0837/HH Sheep Brook Cottage, Nethercote Lane, Lewknor Withdrawn  
 Two storey front and side extension and internal alterations
- c) The council noted the presentation on the proposed solar farm, arranged by agents of Solar2, to be held in the village hall on Wednesday 17th July (with no prior notification to the parish council which meant none of the Postcombe councillors would be able to attend due to pre-arranged holidays). See also Item 4

Chair/  
Clerk

**Item 9: HIGHWAYS AND TRANSPORT**

- a) The council noted the response from Highways England about the Salt Lane steps and would wait to see if there was any further action.
- b) The council discussed the online consultation for OCC's traffic-sensitive network proposals. It was formally agreed that the Chair would complete the survey on behalf of LPC.
- c) FixMyStreet superusers. The Vice Chair told the meeting that there had been some movement from OCC to re-establish this support network.
- d) The Chair told the meeting that OCC had carried out some maintenance work on the two bus stops on the B4009.

Chair

**Item 10: CIL**

Cllr Margaret Poole told the meeting that a resident had asked if the Tommy memorial figure could be permanently installed in Postcombe. The Clerk was instructed to ask OCC for Clerk

Clerk

Chair: .....

Date:.....

permission ahead of canvassing more residents on the issue and getting a quote for the cost.

**Item 11: DOG BINS**

The Chair told the council the dog bin would be moved sometime in the next couple of weeks.

**Item 12: WEBSITE**

The council noted receipt of the Vice Chair’s report on LPC’s website and comparable ones (now on the website) and agreed that LPC should remain with VisionICT. It was formally agreed that LPC should pay for SSL and gov.uk email addresses for all councillors in addition to the current clerk’s gov.uk email address. The council also approved payment for an “MOT” on the LPC website to ensure compliance with the updated accessibility rules.

Vice  
Chair/  
Clerk

The council therefore formally approved a payment of up to £560 +VAT for the LPC website this year to ensure it was fully compliant with all rules. The Vice Chair would conclude the agreement with VisionICT and the Clerk would arrange payment in August.

**Item 13: VILLAGE HALL**

The council further discussed the heating system and the possibility of installing solar panels. It noted the following quotes the Clerk had obtained:

Boilers: Tencer quote - £21,773.96 ex VAT (£26,128.75)

Oxyplumb quote – site visit on 15th at 3.30pm

Cherwell – arrange a time after 18th

Solar panels: UK Solar Generation quote - £15,660.00 inc VAT (16 panels)

EnergyMyWay quote - £14,865.01 inc VAT (offering site visit too) (26 panels)

Chair/  
Vice  
Chair/  
Clerk

It was agreed that a site visit with EnergyMyWay in August, to include the Chair, Vice Chair and the Clerk would be useful. The Clerk would arrange.

The Chair, Cllr Hudson and the Clerk would be attending a meeting with SODC grant officials on 18th July to hopefully secure funding for the boilers as they were the most urgent issue but that the possibility of installing solar panels would be raised too.

Chair/RH/  
Clerk

**Item 14: DEFIBRILLATOR TRAINING**

The Chair told the meeting that a training session for residents on how to use the parish’s defibrillators would be held in the village hall early in October.

Chair/  
Clerk

She also confirmed (as previously discussed at LPC’s May meeting) that pads for the two defibrillators would need to be bought in August.

**Item 15: SODC DEEP CLEAN**

The council noted the upcoming “deep clean” by SODC and Cllr Margaret Poole asked that the A40 pavement in Postcombe between the garage and the top junction with Box Tree Lane should be given special attention as the path was not usable by anyone with a pushchair or wheelchair.

Clerk

**Item 16: SAVILLS**

The council noted that the Chair, Cllr John Poole and Peter Gardner, chair of the Neighbourhood Plan committee had had a meeting in the parish with various representatives from All Souls and their agents, Savills about their holdings in the parish.

Chair: .....

Date:.....

**Item 17: INTERNAL AUDITOR’S REPORT**

As with Item 7d, the Clerk told the meeting that due to unforeseen circumstances; she and the Vice Chair/Finance Councillor Duncan Boulton had not been able to meet to go through the report in detail. The council formally agreed that this would be held over until LPC’s September meeting.

Vice  
Chair/  
Clerk

**Item 18: CLERK’S APPRAISAL**

The Clerk/RFO formally tendered her resignation therefore an appraisal was not deemed necessary. The Clerk told the meeting that in order to try to ensure the continued smooth running of the parish council, she was willing to stay for up to six months while a suitable replacement was found and given an adequate handover period.

**Item 19: CORRESPONDENCE RECEIVED**

There was none.

**The meeting closed at 9.35pm.**

**Chair:** .....

**Date:**.....