

**Minutes of the Meeting of Bletchingdon Parish Council held on
Wednesday 29th July 2026 in the Meeting Room at Bletchingdon Village Hall, OX5 3FD at 7:30pm**

Present: Cllr Dan Robins (Chair), Cllr Nicola Morris, Cllr Mark Taylor, Cllr Chris Lane

- **In attendance:** District Cllr Tim Faltermeyer Duncan Ledger (parishioner), David MacFarlane (SP Broadway), Fran Keenan, Orla McGurran, Emily Davies, Richard Miller (Spitfire), James Yeoman (Savills)
- **Apologies:** Cllr Sue Davies, Cllr Rachel Pirie

Meeting: Commenced at 7:30pm and concluded at 9:30pm

1. **Apologies** – Cllr Sue Davies, Cllr Rachel Pirie
2. **Declarations of interest** – none
3. **Minutes** – To confirm the Minutes of the meeting held on 20th May 2026 – The Minutes were approved by all and signed by Cllr D. Robins.
4. **Presentation for the proposed development of land to the west of Springwell Hill** – Representatives from SP Broadway, Spitfire Homes and Savills provided an overview of plans to build 65 houses. Concerns were raised with regards water, power, sewerage, parking within the development, the Co-Op and school, and access to the site from Springwell Hill Road. An online consultation will run from 30th July to 20th August. The representatives advised that in their experience a public meeting as part of the consultation wasn't as effective as an online consultation.
5. **Annual Governance Statement**
 - a. **Annual Internal Audit Review** – The clerk circulated the annual internal audit report prior to the meeting for everyone to review. All agreed it was a thorough report with recommendations that will be taken on board. The Cllrs were pleased that it was a successful audit.
 - b. **Appointment of IFA.** Cllr Robins proposed Cllr Morris, seconded by Cllr Taylor.
6. **Public participation** – No questions were raised by the public members in attendance.
7. **Reports from District and County Councillors** – for information only

Cllr Faltermeyer provided an update on a development in Shipton of around 1500 houses, PFAS forever chemicals, the Greater Oxford unitary authority, the Illegal dump in Kidlington – all waste cleared by end Aug, site closed end of Autumn. Sites next to illegal dump, enforcement are investigating. Islip Bridge – no update on when closure will take place.
8. **Communications from TVP, CDC, OCC, NALC and OALC** – have been forwarded to Cllrs, no further action.
9. **Update on progress from previous Minutes** – the Clerk / Chair reported on progress of outstanding items which do not require further decision. Refer to Rolling Monthly Action List
10. **Finance**

a) Financial Report – to receive the report for information

As at 29th June, the accounts stood at:

Barclays Community Current Account	£8,040.48
Barclays Business Premium ME Deposit Account	£75,310.86

Income	Received
Interest	£215.05

Outstanding Payments
None

Debit Card Payments

Date paid	Payee and Reason	Budget	Minute Ref	Net	VAT	Total
20/07/26	Vonage – Service charge 18 June 2026 – Inv 1161084429	General Admin	149/24/o	£5.82	£1.17	£6.99
17/07/26	ID Mobile	General Admin	Apr26/11/o	£5.00	£1.00	£6.00

Standing Orders and Direct Debits

Date paid	Payee and Reason	Budget	Minute Ref	Net	VAT	Total
30/06/26	Bletchingdon Village Hall – Monthly rent of the Parish Office	Village Hall	025/25/q	£180	Nil	£180.00
23/07/26	HMRC – PAYE & Employers NI	Clerks Salary	025/25/q	£80.92	Nil	£80.92

a) **Bank Statements** – to acknowledge scrutiny and acceptance of the previously circulated bank statements

b) **Invoices and other items for payment** – to consider items for payment as listed on the payment schedule

Payee and Reason	Budget	Minute Ref	Net	VAT	Total
Clerk's basic salary for July 2026	Clerks Salary	Apr26/8/b	£654	Nil	£654
Samantha Robins – 2 nd hand iPhone for Clerk	General Admin	Apr26/11/o	£100.00	£0.00	£100.00
RoSPA – Annual playground inspection – inv: 100031	PARKS, TREES AND OPEN SPACES		£119.00	£23.80	£142.80
Green Scythe Ltd – Grass cutting Inv: 18755	Grounds Maintenance	073/25/t	£321.43	£64.28	£385.71
Jane Olds – Internal Audit Inv: JO316	General Admin	151/24/a	£345.00	£0.00	£345.00

b) **Invoices and other items for payment** – to consider invoices for payment itemised on the payment schedule

11. Training

a) **NALC, OALC and SLCC** – no update

12. Parish matters/Parish plan

a) **Community Emergency Plan** – no update

b) **Green Bletchingdon** – no update

c) **Bletchingdon Bus Service** – no update

d) **Bletchingdon School** – no update

e) **Neighbourhood/Parish Plan** – The plan is ready for submission. It was confirmed that an environmental assessment is not required and there are no further costs expected. It was resolved to proceed. Cllr Lane chose to abstain.

f) **Village Improvements – Blacks Head** – It was resolved to write a letter to CDC planning department to provide further support for the planning application and ask why there is such a delay in making the decision which was originally due in February. **New bin on Oxford Road** – it was **RESOLVED** to purchase a new bin. **Grass cutting** – to keep an eye on weather and schedule. It was **RESOLVED** to cancel grass cutting until there has been some growth.

g) **The Village News** – The deadline for the next issue is 18th September 2026.

h) **Enforcement Update** – no further progress to report with regards the two ongoing enforcement cases.

- i) **Community Fitness Area** – It was reported that the lawyer dealing with the transfer of the contract has left the council. Cllr Faltermeyer offered to provide contact details for the Property and Legal team.
- j) **EV charging points** – no update
- k) **Land behind the Sports Social Club** – no update
- l) **Traffic Calming and Speedwatch** – No update
- m) **Website** – no update
- n) **Village benches** – Cllr. S Davies provided a report of all the benches across the parish. It was **RESOLVED** to now prioritise them in order of urgency to repair and get quotes. Prices of new benches will also be investigated
- o) **Fix my street update** – it was resolved to request an update on the pavements that have not been resurfaced and report a hole in a manhole by horse yard.
- p) **Annual playground safety inspection report** – the report was reviewed and there are no urgent actions
- q) **Clerk** – the clerk has resigned and given notice, letter shared with Cllr's – it was resolved to engage with and pay an interim clerk with view to modernise and streamline the PC agenda, meetings and put together an annual and monthly run book at which point we will re-advertise.
- r) Consultancy work to support Parish Clerk and Finance from Fiona Mason – it was resolved to buy a gift to thank for her hard work. Cllr Lane to facilitate.

13. Planning Applications

a) Awaiting Decision

None

b) Decisions made

None

c) Appeals

None

d) To note those received after Agenda publication

11. Correspondence (emails and letters) received

- a) To review all other correspondence received in the prior month
 - A request for the introduction of a new bus stop outside Heathfield Park on Islip Road.
 - A complaint was received about aircraft noise

12. Reports from meetings - to receive reports from any meetings attended

- a) Monthly Sports & Social Club – Cllr Lane attended; nothing to report
- b) The Slipe – Cllr Taylor attended; environmental assessment being completed before cutting in autumn

13. Upcoming attendance at Meetings

- a) Monthly Sports & Social Club

14. Items for information or next Agenda only

- a. Shoots on the green - £125
- b. Gully emptying – Oxford Road
- c. Village signs on entry
- d. Bins on station Road
- e. Cones on Weston Road
- f. Dead trees on Duchy
- g. Development on Springwell Hill

- h. Dog bin and post replace by path
- i. Name plate for The Row
- j. Street sign on Station Road – the Station Road on the corner is missing and has been for a long time.

15. Date of Next Meeting

To confirm the date of the next meeting on Wednesday 26 August 2026 at 7.30pm.

Vacancy, Clerk & RFO to the Council	clerk@bletchingdon-pc.org.uk
Bletchingdon Village Hall, Whitemarsh Way,	01869 351967
Bletchingdon, OX5 3FD	www.bletchingdon-pc.org.uk