

Minutes of the Annual Meeting of Yarnton Parish Council

Meeting held on 13th May 2026 at 6.30pm at Yarnton Village Hall

Attendees	
Debbie Behan (DB)	Yarnton Parish Councillor
Amir Kianzad (AK)	Yarnton Parish Councillor
Fiona Mawson (FM)	Yarnton Parish Council Vice Chair
Joe McEaney (JM)	Yarnton Parish Councillor
Ian Middleton (IM)	Yarnton Parish Councillor
Sam Smith (SS)	Yarnton Parish Councillor
David Thornhill (DT)	Yarnton Parish Council Clerk

1. Election of Chair	The Council RESOLVED to elect Mike Groves as Chair by unanimous vote.
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2. Election of V.Chair	The Council RESOLVED to elect Fiona Mawson as Vice Chair by unanimous vote.
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3. Signing of declarations of office	The declarations of office were signed in front of the Clerk by FM during the meeting, and later by MG.
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4. Apologies	Lesley McLean (LM), Dorothy Walker (DW), Mike Groves (MG)
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5. Declaration of interests	Members were asked to declare any personal interest and the nature of that interest which they may have in any of the agenda items under discussion at this meeting. No declaration of interests were made.
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6. Appointment of committees and working groups	The Staffing Committee members were appointed (FM, DW & DB). The PFC working group members were appointed (SS, MG, IM & JM).
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7. Appointment of representatives to other bodies	The Airport Liaison member was appointed (IM). The AOG representatives were appointed (MG & FM).
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8. Council to review register of interests	The Cllrs reviewed their register of interests held with CDC. Amendments were noted to be required for some members, who were asked to re-supply to the Clerk to file with CDC.
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9. Council to review key documents:	The Council reviewed the standing orders, financial regulations, code of conduct, risk assessments and insurance arrangements and RESOLVED to adopt all of these documents, and to renew the insurance with Zurich.
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10. Review of subscriptions	The Council RESOLVED to renew the following subscriptions: BBOWT, CPRE, CFO, ICCM, ICO, NALC, OALC, Parish Online, SLCC
11. Co-options to the Parish Council	Steve Smith applied to be re-instated as a Yarnton Parish Councillor, and was coopted on by unanimous vote. StS has offered to take responsibility for planning applications.
12. Minutes	The minutes of the Ordinary Parish Council meeting held on 8.4.26 having been previously circulated were accepted as a true record by all.
13. Matters arising from the minutes without decision	None.
14. Public participation	No members of public attended the meeting.
15. Recent Correspondence	
1	Recent correspondence was received, and noted by the Council: <ul style="list-style-type: none">a) From the Gardener, with plans for the Orchard sensory gardenb) From the Gardener, tendering her resignationc) From the Village Tidier, tendering his resignationd) From The Ramblers, proposing the Council supports the development of a new permissive path
16. Report of the District Councillors	See section 2/2026-27 for the report of the District Councillor.
17. Report of the County Councillor	For further information see 2a/2026-27 for items relevant to Yarnton.
18. Planning	
10a. The Parish Council considered the following planning applications:	
Application No.: 26/00767/F Proposal: Installation of solar panels in the garden for domestic purposes only. Location: College House, 91 Cassington Road, Yarnton, Kidlington, OX5 1QB. The Council raised no objections to this application.	
Application No.: 26/00733/F Proposal: Change of Use of amenity land to domestic use and the erection of a fence Location: 32 Great Close Road, Yarnton, Kidlington, OX5 1QN. The Council objected to this application on the basis of the loss of public amenity land.	
Council to consider street trading application ST0120. The Council raised no objections to this application.	

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10b. The Parish Council noted the following planning decisions:

26/00218/F - 51 Aysgarth Road Yarnton OX5 1ND – application permitted

10c. Planning issues

3/2025.14.3 – extension of property boundary into an ordinary watercourse on Cassington Rd.

Update 9/4/25: An update was provided by DW, and this is included in the District Councilors report. See 11c.4.

Update 14/5/25: DW was not present at the meeting, an update will be provided at the next meeting.

Update 11/6/25: DW was not present at the meeting, an update will be provided at the next meeting.

Update 9/7/25: DW was not present at the meeting, an update will be provided at the next meeting.

Update 10/9/25: This issue has been raised with the CDC Planning Enforcement Team, and YPC will raise the matter with legal advisors imminently, as the lack of flood water capacity is detrimental to the village.

Update 8/10/25: The Clerk and Chair have taken legal advice and will write to the property owner.

Update 12/11/25: The Clerk has received an acknowledgement of the letter sent to the property owner.

Update 10/12/25: The Enforcement Team are working on the issue, and an update will be provided at the next Council meeting. DW and IM will liaise with OCC and CDC and update at the next meeting.

Update 14/1/26: DW was not present at the meeting, an update will be provided at the next meeting.

Update 11/2/26: DW is awaiting further information from CDC. An update will be provided at the next meeting.

Update 11/3/26: DW & IM will write to CDC (TB) asking for an update.

Update 8/4/26: An update was not able to be provided, so this item will carry over to the next meeting. The Council noted that the property owner has informed the Council that they have registered with OCC to be a Flood Warden for Yarnton.

Update 13/5/26: The Clerk and Chair have met with the property owner, who has promised to reinstate the watercourse that has been filled in, and also reinstate their boundary fence to within their land.

45 Merton Way planning enforcement issue

Update 12/3/25: An update was provided by DW – see the District Councillor's report for further information. Noise and environmental pollution complaints were recommended to be made by members of the public to Cherwell District Council concerning the breach of planning consent. The planning enforcement case reference number is 25/00103/ENF.

Update 9/4/25: As DW was not present at the meeting, an update will be provided at the next meeting.

Update 14/5/25: DW was not present at the meeting, an update will be provided at the next meeting.

Update 11/6/25: DW was not present at the meeting, an update will be provided at the next meeting.

Update 9/7/25: Two unannounced site visits were carried out to this property, on both of these occasions no work was being carried out. An arranged visit was carried out on 30 April with CDC officers and the owner, a member of Environmental Protection Team and the Planning Enforcement Team Leader also attended. DW was not present at the Council meeting, an update will be provided at the next meeting.

Update 10/9/25: This issue has been raised with the CDC Planning Enforcement Team, who have made site visits and have spoken to the resident concerned.

Update 8/10/25: DW was not present at the meeting so this item will carry over to the next meeting.

Update 12/11/25: DW was not present at the meeting so this item will carry over to the next meeting.

Update 10/12/25: DW will update the Enforcement Team with activity reports and update at the next meeting.

Update 11/2/26: DW is awaiting further information from CDC. An update will be provided at the next meeting.

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Minutes of the Annual Meeting of Yarnton Parish Council

Meeting held on 13th May 2026 at 6.30pm at Yarnton Village Hall

Update 11/3/26: FM will forward prior planning complaints about this unlicensed development to DW to raise with CDC Enforcement, as it has been raised that the unlicensed garage operating at a residential address is back in operation at the time of the meeting.

Update 8/4/26: Residents have been informed of the need to report issues to both CDC and YPC.

Update 13/5/26: As no further complaint has been made to CDC Planning Enforcement, the Council will consider this issue closed until further notice.

19. Police liaison

The Council were made aware of vandalism to trees on Spencer Avenue which were planted by OCC. This has been reported to the Police. SaS will write to the PCSO for Yarnton to heighten their awareness of recent local crimes.

20. Schools

No items were on the agenda for this meeting.

21. Emergency management plan

- I Council to review and minute the effectiveness of internal controls (including risk assessment) for the following areas: Village Hall, Playing Fields.
- Update 12/2/25:** The Council raised concerns about the safety of open hinges on public access doors, which could be added to increase to public safety in the hall, particularly for children. The Clerk will contact the Village Hall about this for their consideration.
- The Clerk will contact Zurich to clarify the insurance separation and the necessary PFC / YPC risk assessments for buildings insurance going forward.
- The Clerk has requested the PFC risk assessments for RLP and LM several times and these have not been forthcoming. The Council has requested the PFC Risk Assessments by the next meeting.
- Update 12/3/25:** The PFC have not provided the risk assessments for RLP or LM so this issue will carry over to the next meeting.
- Update 9/4/25:** The Council have received the draft Risk Assessments from the PFC which will be reviewed fully in due course.
- Update 14/5/25:** The Council considered the PFC risk assessments, but found they were not fit for purpose as there was insufficient detail and specificity concerning risks and control measures at each site.
- Update 11/6/25:** The PFC has not yet returned their risk assessments for further consideration.
- Update 9/7/25:** The PFC has returned their risk assessments, and although they have been improved, more specification is required concerning risks posed by play equipment and play areas including MUGA and grassed areas.
- Update 10/9/25:** The revised PFC risk assessments are still outstanding. The Clerk has spoken to the PFC concerning this and will update the Council at the next meeting.
- Update 8/10/25:** The revised PFC risk assessments are still outstanding. The Clerk has spoken to the PFC concerning this and will update the Council at the next meeting.
- Update 12/11/25:** The revised PFC risk assessments are still outstanding. The Clerk has spoken to the PFC concerning this and will update the Council at the next meeting.
- Update 10/12/25:** The Clerk has spoken to the PFC Chair and requested the risk assessments again.
- Update 14/1/25:** The Clerk has written to the PFC requesting the risk assessments.
- Update 11/2/26:** The Clerk has not received the outstanding PFC risk assessments to date.
- Update 11/3/26:** The Clerk has not received the outstanding PFC risk assessments to date.
- Update 11/3/26:** The Clerk has not received the outstanding PFC risk assessments to date.

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Minutes of the Annual Meeting of Yarnton Parish Council

Meeting held on 13th May 2026 at 6.30pm at Yarnton Village Hall

	<p>Update 8/4/26: The Clerk has written to the PFC requesting the outstanding risk assessments and safeguarding policies, which should be provided prior to the next Council meeting, and the Village Fete proceeding.</p> <p>Update 13/5/26: The Council noted that the PFC have provided the requested risk assessments and safeguarding policies. Issue closed.</p>
2	<p>Council to consider donation of defibs</p> <p>Update 14/5/25: The Council RESOLVED to donate the Spencer Avenue defib to the Westlake Pharmacy, and to donate the Yarnton Nurseries defib to Yarnton Nurseries.</p> <p>Update 11/6/25: The Council noted that Westlake Pharmacy has agreed to the donation of the defib attached to their property. The Clerk will confirm this donation and the maintenance/public availability responsibility in writing.</p> <p>Update 9/7/25: Yarnton Nurseries has recently changed ownership, so the Clerk is waiting for confirmation from the new owners of their ability to receive the donation of the defib.</p> <p>Update 10/9/25: The Spencer Avenue defib has been donated to the Westlake Pharmacy, the Yarnton Nurseries defib is still waiting for the new owner of the garden centre to confirm.</p> <p>Update 8/10/25: The Yarnton Nurseries defib ownership transfer has still not been confirmed. The Clerk will visit the nurseries to speak to the manager again.</p> <p>Update 12/11/25: The Clerk has tried to reach the manager at Yarnton Nurseries in person, and has left messages with no response. Westlake Pharmacy still need to accept responsibility for the Spencer Ave defibrillator on The Circuit.</p> <p>Update 10/12/25: The Clerk has had no response from Yarnton Nurseries to date.</p> <p>Update 14/1/25: The Clerk updated Cllrs on the procedures for checking defibs, and the requirement to do so monthly, prior to each PC meeting where defib check updates will be requested.</p> <p>Update 11/2/26: Having been donated, the defib attached to the Westlake Pharmacy building has now been registered on The Circuit as their responsibility. The Clerk will write to Blue Diamond concerning either acceptance of the donation, or removal of our defibrillator from their premises.</p> <p>Update 11/3/26: There was no update at the meeting.</p> <p>Update 8/4/26: There was no update at the meeting.</p> <p>Update 13/5/26: The Council noted issues with the defib cabinet sticker, and that the manufacturer is unable to provide a replacement. The Council has asked the Clerk to commission design and print of a replacement piece of artwork.</p>
3	<p>Defibrillator check update from all responsible Cllrs</p> <p>Update 13/5/26: All responsible Cllrs provided defib status check updates, which were entered in to The Circuit during the meeting.</p>

22. Highway matters

1	<p>Speedwatch – update from Parish Council concerning speedwatch activities</p> <p>Update 3/7/24: MG is still awaiting confirmation that speed watch data is being processed, and will update the Parish Council at the next meeting.</p> <p>Update 3/10/24: MG reported that there was no information apparent from the Police regarding speed related data.</p> <p>Action: DB will write to Jean Conway regarding an update on speedwatch activities at CDC.</p> <p>Update 4/12/24: As DB has now left the Parish Council, MG will write to JC re CDC speedwatch updates. IM raised the issues of the need for purchase four SIDS which will be considered at the budget meeting in January. JM accepted responsibility for Highways.</p>
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Minutes of the Annual Meeting of Yarnton Parish Council

Meeting held on 13th May 2026 at 6.30pm at Yarnton Village Hall

	<p>Update 8/1/25: JM has accepted responsibility for Speedwatch activities in lieu of MG's absence.</p> <p>Update 12/2/25: JM is awaiting relevant training and will update the Council further at the next meeting.</p> <p>Update 12/3/25: The Clerk has contacted OCC to confirm the SIDs installation costs and will provide an update at the next meeting.</p> <p>Update 9/4/25: See 13.2 and 13.7</p> <p>Update 14/5/25: IM updated the Council concerning speed issues on Sandy Lane, and forthcoming speed enforcement.</p> <p>Update 11/6/25: Speeding issues persist on Rutten Lane. The Clerk informed the Council of resident complaints. MG raised the need for training to be undertaken by a minimum of three people (residents and Cllrs) in order to undertake speedwatch activities. The Clerk noted one Speedwatch Hi Viz jacket has been returned, leaving one outstanding.</p> <p>Update 9/7/25: More volunteers are needed for speedwatch activities – an advert in the village news was discussed and will be submitted before the next copy deadline by MG.</p> <p>Update 10/9/25: Several individuals have now volunteered for speedwatch and will be undertaking the relevant Police training soon.</p> <p>Update 8/10/25: The members of the public who have volunteered are currently undertaking Police training, and one has completed the training already. The Chair informed the Council that all evidence gathered by Speedwatch is now actionable by the Police.</p> <p>Update 12/11/25: The persons involved have completed part of the training, but speed gun training does need to be undertaken before any further action can be undertaken. Further advertisement will be made by MG in the Village News for volunteers.</p> <p>Update 10/12/25: MG was not present at the meeting to provide an update.</p> <p>Update 14/1/25: There was no update on speedwatch activities.</p> <p>Update 11/2/26: There was no update on speedwatch activities.</p> <p>Update 11/3/26: There was no update on speedwatch activities.</p> <p>Update 8/4/26: MG will call for volunteers at the Chairs Annual Parish Meeting. As there has been no uptake of sufficient volunteers to undertake speedwatch to date, this item will be closed until such a time as sufficient volunteers become available.</p> <p>Update 13/5/26: As no volunteers have been forthcoming, this issue will be closed until further notice.</p>
2	<p>Council to consider SIDS on Sandy lane</p> <p>Update 8/1/25: JM to raise potential purchase with Police Liaison. The Council agreed that a smiley face SIDs device was a better option than solely a display of the vehicle speed. Milestone/ S106 funding to be investigated – LM/DW to confirm at the next meeting.</p> <p>Update 12/2/25: The Clerk has contacted Deddington PC and Cassington PC concerning their SIDs, and will present costs for consideration at the next meeting.</p> <p>Update 12/3/25: The Council resolved to purchase 4 x SIDs devices for installation on Cassington Road and Sandy Lane pending approval of the installation costs by the Council.</p> <p>Update 9/4/25: See 13.1 and 13.7 IM has contacted OCC Highways for an update on the installation costs and will provide an update at the next meeting.</p> <p>Update 14/5/25: IM has not heard from OCC concerning installation costs. An update will be provided at the next meeting.</p> <p>Update 11/6/25: The Council will wait until SIDs installation is confirmed before purchasing SIDs for Cassington Rd and Sandy Lane. LM to provide an update at the next meeting.</p> <p>Update 9/7/25: IM and LM disclosed conversations with OCC, which have not been fruitful yet. LM will update the Council at the next meeting.</p>

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Date:

28/2026-7

Minutes of the Annual Meeting of Yarnton Parish Council

Meeting held on 13th May 2026 at 6.30pm at Yarnton Village Hall

	<p>Update 10/9/25: Cllrs are considering the ideal locations for SIDs on Sandy Lane and Cassington Rd. Installation costs from OCC Highways are pending this information.</p> <p>Update 8/10/25: DT will meet with StS to review proposed site locations & confirm with LM</p> <p>Update 12/11/25: The Council objected to the post installation costs, and IM will contact OCC Highways for support in the installation of the posts needed for SIDs devices on both Cassington Rd and Sandy Lane. The Council RESOLVED to accept the quotation from Wescotec for 2 x SIDs for Cassington Rd, and 2 x SIDs for Sandy Lane with free installation/calibration/setup from the manufacturer.</p> <p>Update 10/12/25: IM informed the Council that he is waiting for a response from Highways and will update the Council at the next meeting. The Clerk has met with the OCC A40 development team, who may be able to offer support with the SIDs post installations.</p> <p>Update 14/1/25: IM was not present at the meeting to provide an update concerning the post installation, however having resolved to purchase 4 x SIDs devices from Wescotec, the Clerk has negotiated a reduction in cost @ circa £1,000 (free bluetooth data modules x 2) in exchange for case-study information being shared with the manufacturer.</p> <p>Update 11/2/26: The Clerk has met with OCC /A44 development team who are furthering the SIDs post installations with Highways. The Clerk will update the Council at the next meeting.</p> <p>Update 11/3/26: The Clerk is waiting to hear from the OCC/A44 development team. An update will be provided at the next meeting.</p> <p>Update 8/4/26: IM will provide an update at the next meeting from his Highways contact concerning the SIDs post installation on Sandy Lane.</p> <p>Update 13/5/26: IM CCd the Clerk on an email to his Highways contact. The Clerk has reached out to the OCC Officer to facilitate both SIDs post installation, and litter bin installation. No response has been received at the time of writing.</p>
3	<p>Update from IM re refreshing the lining scheme around Budgens</p> <p>Update 14/5/25: IM updated the Council concerning the need to refresh the lining scheme around Budgens, and is chasing a response from OCC Highways.</p> <p>Update 11/6/25: The Clerk has discussed this issue with LM who will keep the Council updated at the next meeting.</p> <p>Update 9/7/25: LM is awaiting response from Highways and will provide an update at the next meeting.</p> <p>Update 10/9/25: LM is awaiting response from Highways and will provide an update at the next meeting.</p> <p>Update 8/10/25: LM was not present at the meeting, so this item will carry over to the next meeting.</p> <p>Update 12/11/25: LM was not present at the meeting, so this item will carry over to the next meeting.</p> <p>Update 10/12/25: LM was not present at the meeting, so this item will carry over to the next meeting.</p> <p>Update 14/1/25: LM was not present at the meeting, so this item will carry over to the next meeting.</p> <p>Update 11/2/26: LM was not present at the meeting, so this item will carry over to the next meeting.</p> <p>Update 11/3/26: LM was not present at the meeting, so this item will carry over to the next meeting.</p> <p>Update 8/4/26: The Clerk has written to LM requesting an update as LM was not present at the meeting, so this item will carry over to the next meeting.</p> <p>Update 13/5/26: LM has chased a response from OCC highways, and the Clerk notes that the A44 has now been re-dressed and is soon to be re-lined. Noted also that the double-yellow lines outside the postbox at Budgens have now been repainted.</p>
4	<p>Council to consider highway drains & gulley cleaning</p> <p>Update 11/2/26: The Clerk advised that following advice from OALC and the NALC legal team, the parish council has no power in respect of highway maintenance, so unless it can gain a delegation of powers from the highway authority, it can only use section 137 of the local Government Act 1972 to clean gullies. The</p>

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29/2026-7

Minutes of the Annual Meeting of Yarnton Parish Council

Meeting held on 13th May 2026 at 6.30pm at Yarnton Village Hall

	<p>council should discuss the matter with the highway authority and be aware that it will take on responsibility for any damage caused by an issue relating to its work cleaning the gullies. The Clerk also advised that the Council should ensure that any contractor used has the appropriate level of public liability insurance before any work is undertaken, and made the Council aware of the risk of being liable for damage caused by the gully cleaning.</p> <p>The Council RESOLVED by unanimous vote that provided that OCC will provide a budget to do the work, and would absolve the Parish Council of any liability as part of the agreement to devolve powers, that the Parish Council would, following each flood event undertake the cleansing of the affected gulleys on Cassington Rd and Rutten Lane which become blocked with silt.</p> <p>Update 11/3/26: The Council is aware of overnight gulley clearance work having been conducted, which is pending a physical inspection.</p> <p>Update 13/5/26: The Clerk has met with a new Flood Warden for Yarnton, who has been tasked with Cassington Rd gulley inspections.</p>
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23. Village hall

	None
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24. Environmental matters including airport and orchard

I	<p>Narrowing of the watercourse adjacent to the A44 verge on Highways land.</p> <p>Update 9/5/24: DT to send IM the What3Words geo-location by email to enable him to make a site visit and to follow-up with OCC Highways for action to remedy the issue. It was noted that DB and SS who were not present at the meeting has made a site visit and has confirmed the restriction was present.</p> <p>Update 6/6/24: DT has sent IM details of the obstruction IM reported that he had not yet had time to visit the location and request action from Highways to resolve the problem.</p> <p>Update 3/7/24: IM was not present at the Parish Council meeting, so as no update was available this item will carry over to the next meeting in September. DB and SS will include this issue during the upcoming Highways walkaround on 20th August.</p> <p>Update 20/8/24: This item was not discussed at the Parish Council meeting</p> <p>Update 3/10/24: DT has a scheduled meeting with the EA 23/10/24 to review the issue and will provide an update at the next Parish Council meeting.</p> <p>Update 4/12/24: DT has met with the EA who are in agreement that the narrowed watercourse is in need of repair to its full width in a linear fashion and that OCC Highways will need to undertake this repair as they are the responsible party. IM to provide an update at the next YPC meeting.</p> <p>Update 8/1/25: IM has raised the issue with OCC Highways and a further update will be provided at the next meeting.</p> <p>Update 12/2/25: The item was not discussed at the meeting due to time constraints.</p> <p>Update 12/3/25: The item was not discussed at the meeting due to time constraints.</p> <p>Update 9/4/25: IM has raised the issue with OCC Highways and a response has been received, which indicates that it is the Officer's opinion that there is no such narrowing of the watercourse in question which in his opinion would cause flood water flow rates to be held-back by the restriction in culvert width from 2' to a 6" in the watercourse, and that the tree which has caused this restriction needs not be dealt with.</p> <p>Update 14/5/25: DT provided an update to the Council on the disappointing response from OCC Highways in regard their opinion that this issue is inconsequential. The Clerk will meet with the new County</p>
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Minutes of the Annual Meeting of Yarnton Parish Council

Meeting held on 13th May 2026 at 6.30pm at Yarnton Village Hall

	<p>Councillor to raise this issue again, and will provide an update to the Council at the next meeting as it has a bearing on the Aysgarth Flooding and the S.19 flood report.</p> <p>Update 11/6/25: The Clerk provided an update to LM at a recent meeting and is awaiting an update, as this issue should be included in the pending S.19 flood report.</p> <p>Update 9/7/25: YFD have scheduled a meeting on 23rd October where this issue will be discussed. An update will be provided to the Council at the following November meeting.</p> <p>Update 10/9/25: Due to time constraints, this item was not able to be considered.</p> <p>Update 8/10/25: The Council will attend to this issue at the YFD meeting on 23rd October.</p> <p>Update 12/11/25: The issue has been raised with OCC Highways who are considering it.</p> <p>Update 10/12/25: No update is available at the time of the meeting.</p> <p>Update 14/1/26: There was no update provided at the meeting.</p> <p>Update 11/2/26: There was no update provided at the meeting.</p> <p>Update 11/3/26: The Council noted that this issue is included as part of the S.19 report response, and is pending action from CDC.</p> <p>Update 8/4/26: An update was not provided at the meeting, however the Clerk has written back to CDC concerning their updates on outstanding essential actions highlighted in the S.19 report – this issue being one of them.</p> <p>Update 13/5/26: No response has been forthcoming from CDC to date.</p>
2	<p>Council to consider mulching/planting of cleared area adjacent to 37 Meadow Way</p> <p>Update 8/10/25: Due to time constraints, this item was not able to be considered.</p> <p>Update 12/11/25: The Clerk and Vice Chair has met with Wild Oxfordshire who will write a report on the site, with suggestions for planting and future maintenance. The Tree Planting Team at OCC will contribute to the allocation of trees, and will assist with the planting of additional trees to be purchased by YPC. FM will contact the Tree Planting team to update them on the recommended species and locations in the Clerk's absence.</p> <p>Update 10/12/25: The Council noted correspondence with Wild Oxfordshire, and the Clerk has sent reminder emails to the Tree Planting team at OCC, requesting an update.</p> <p>Update 14/1/26: There was no update provided at the meeting.</p> <p>Update 11/2/26: There was no update provided at the meeting.</p> <p>Update 11/3/26: The Council noted that OCC have planted a number of trees on YPC land at Meadow Way, and that this was done without notification.</p> <p>Update 8/4/26: The Council noted that the OCC Tree Planting Officer has written to a member of the public, informing them that the trees planted on YPC land, adjacent to Meadow Way were done so with the consent of the Council. The Clerk informed the Council that this was not true, and that the Chair had made the Clerk aware of the trees being planted, and confirmed that this had been done without the Council's awareness, or its consent.</p> <p>Update 13/5/26: The member of public has complained to YPC, stating that OCC has evidence that YPC "requested the planting of the trees and have proof." The Clerk has requested the Chair (who discovered that the trees had been planted) and the Vice Chair meet with the resident.</p>
3	<p>Update 8/10/25: Council to consider EA flood mitigation project requirements</p> <p>Update 12/11/25: The Clerk has met with several contractors to date, who are unable to help with the projects. The Clerk has met with OCC LLFA, and will continue to liaise with contractors in order to find a suitable company to design, manage and undertake the works. (see 11.4 re Wallingford Hydrosolutions)</p> <p>Update 10/12/25: The Clerk has had an initial scoping meeting with the directors of Wallingford Hydrosolutions, who the Council RESOLVED to contract and who will prepare an initial response, and begin preparation of the necessary FRAP.</p>

Signed as a correct record:

Date:

Minutes of the Annual Meeting of Yarnton Parish Council

Meeting held on 13th May 2026 at 6.30pm at Yarnton Village Hall

	<p>Update 14/1/26: The Clerk provided an update to the Council concerning the space required for the design of the watercourse.</p> <p>Update 11/2/26: There was no update provided at the meeting.</p> <p>Update 11/3/26: The Clerk will be meeting with the consultant hydrology team in the coming weeks. An update will be provided at the next meeting.</p> <p>Update 8/4/26: The Clerk has met with the consultant hydrology team, who have completed the initial scoping phase, and are now undertaking the EA FRAP and Main River watercourse design elements of the project, and noted the estimated groundwork costs.</p> <p>Update 13/5/26: OCC/LLFA have questioned the project value provided by the consultant hydrologist. The Clerk will meet with the LLFA and the consultant hydrologist to clarify the issue. An update will be provided to the Council at the next meeting.</p>
4	<p>Council to consider Main River ditch maintenance costs</p> <p>Update 10/12/25: The Council RESOLVED to contribute to the de-silting maintenance cost incurred by Sanctuary Housing, on land that is owned by the Scout Association.</p> <p>Update 14/1/26: The work has been undertaken, pending completion once a larger machine is available.</p> <p>Update 11/2/26: The Clerk is waiting for the invoice from Sanctuary Housing.</p> <p>Update 11/3/26: The Clerk has written to Sanctuary, requesting the invoice for the Scout Association ditch clearance work in order that this can be paid before the end of the financial year.</p> <p>Update 8/4/26: The Council has not, to date yet received the invoice for ditch clearance work from Sanctuary.</p> <p>Update 13/5/26: The Council has not, to date yet received the invoice for ditch clearance work from Sanctuary. The Clerk has written to Sanctuary about the missing Scout's ditch invoice, the re-visit of The Paddocks ditch clearance work, and the remaining Great Close Road ditch clearance work which still needs to be completed.</p>
5	<p>Council to consider land at 10/14 Meadow Way</p> <p>Update 14/1/26: The Council voted unanimously in favour of maintaining the boundary line between 10 and 14 Meadow Way as a straight one, in order to facilitate YPC property and Main River access for maintenance and prevent any future restrictions which may prohibit access.</p> <p>Update 11/2/26: The Clerk is waiting for the survey results, which will be sent to the .gov Land Valuation Agency on receipt.</p> <p>Update 11/3/26: The Clerk has booked a meeting with the .gov (now HMRC) Land Valuation Agency and will provide an update at the next meeting. The Council noted completion of the Meadow Way surveys.</p> <p>Update 8/4/26: The Council noted the upcoming Meadow Way valuation site visit on 8th April. MG will attend with the Clerk.</p> <p>Update 13/5/26: The Council has received the valuation details and will present these to the residents concerned following agreement of the total sale prices by the Council.</p>
6	<p>Update from IM re litter & dog bins</p> <p>Update 14/1/26: The Council RESOLVED to purchase replacement bins for all existing bins in the village, in addition to new bins in the Orchard and Cemetery with no branding or wording concerning litter or dog waste. The Clerk will investigate whether 'Keep Yarnton Tidy' wording can be applied to the bins.</p> <p>Update 11/2/26: The Clerk has received revised quotations from Wybone, who have confirmed that custom vinyl YPC branding with #keepyarntontidy underneath is viable. 13 x new bins will be purchased before the end of the financial year, and the quantity and position of the new litter bins will be considered at the next meeting.</p>

Signed as a correct record:

Date:

Minutes of the Annual Meeting of Yarnton Parish Council

Meeting held on 13th May 2026 at 6.30pm at Yarnton Village Hall

	<p>Update 11/3/26: The Council RESOLVED to purchase a total of 31 new litter bins in the coming financial year, for installation in areas of the village where there are no existing bins. IM will contact OCC to confirm if relevant permissions are required.</p> <p>Update 8/4/26: The Council noted delays in litter bin procurement, as the Clerk has had difficulty in finding a contractor to take delivery of 40 litter bins. IM has had confirmation from CDC that they will take delivery of, and install all of the new litter bins at zero cost to YPC. CDC will also remove the old litter bins and will dispose of them. IM will arrange or the Clerk to meet with CDC to discuss the project.</p> <p>Update 13/5/26: The Clerk has written to OCC officers concerning the litter bin installation. The Clerk has also written LM @ CDC to take the issue forward.</p>
7	<p>Council to consider anti-litter campaign</p> <p>Update 8/4/26: The Council considered an anti-litter campaign, and RESOLVED to undertake this when the new litter bins had been installed, with an annual litterpick in the autumn to be arranged by SS.</p> <p>Update 13/5/26: This issue will be closed, pending purchase of the new litter bins.</p>
8	<p>Council to note pending clearance of Cassington Rd watercourse and highway drains</p> <p>Update 8/4/26: The Council noted pending clearance of Cassington Rd watercourse and highway drains, and reported to the Clerk that members had observed late night drain clearances in different areas of Yarnton by private contractors.</p> <p>Update 13/5/26: The Clerk has met with a new Flood Warden for Yarnton, who has been tasked with Cassington Rd gulley inspections. Issue closed.</p>
9	<p>Council to consider the Meadow Way T-Y FRAP and design costs</p> <p>Update 8/4/26: The Council RESOLVED to accept the T-Y FRAP design cost, and the Clerk will write to Wallingford Hydrosolutions with permission to proceed to Stage 2.</p> <p>Update 13/5/26: The Clerk will meet with Wallingford Hydrosolutions in the coming week to discuss the project. An update will be provided to the Council at the next meeting.</p>
10	<p>Council to consider trees at Great Close Rd/The Paddocks</p> <p>Update 13/5/26: FM and DT arranged to meet with the residents concerning the silver birch trees betwixt Great Close Rd and The Paddocks. On attendance of the preorganised meeting, the residents were unavailable as they had gone on holiday. DT and MG arranged to meet the residents when they were next available. The residents complained about sticks falling from the trees onto their lawn. The Council considered the resident's complaint, and noted that the trees were inspected in 2025, and no issues of safety concern had been raised, therefore no issue will be taken at this time. The Council also noted that the resident had had quotations for work to be carried out on council property to cut the trees. The Council requested that the resident should not do this, without permission from the Council. The Clerk will write to the resident. The Council did recognise the efforts of the residents to beautify the area of council-owned land voluntarily, and RESOLVED to purchase £50 of plants and bulbs to assist with their voluntary efforts. Issue closed.</p>

25. Playing fields

1	<p>Council to review and minute the effectiveness of internal controls (including risk assessment) for the following areas: Playing Fields</p> <p>Update 9/4/25: See 12.1 for further information.</p>
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Minutes of the Annual Meeting of Yarnton Parish Council

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	<p>Update 14/5/25: The Council considered the PFC risk assessments and found one document to be viable, but the other risk assessment appeared to be a duplicate of the first. The Clerk and the Chairman will meet with the PFC Chair to raise the issue of the need for specificity in the risk assessments.</p> <p>Update 11/6/25: The Clerk and the Chair met with the PFC Chair and confirmed in detail the expectations of the risk assessments for both Rutten Lane Park and Littlemarsh, and each of the individual items which could pose harm and needed to be included on the PFC risk assessments. The Clerk is awaiting updated copies of the PFC risk assessments.</p> <p>Update 9/7/25: The PFC have produced risk assessments for both RLP and LM, however these are missing risk assessments for the children's play equipment which will need to be produced in order to make the risk assessments fit for purpose.</p> <p>The Clerk has confirmed with the PFC that the necessary insurance and risk assessments for fireworks will be provided by the display organiser.</p> <p>Update 10/9/25: The Clerk has spoken to the PFC Chair, however the updated risk assessments have not been provided to date.</p> <p>Update 8/10/25: The Clerk has spoken to the PFC Chair, however the updated risk assessments have not been provided to date.</p> <p>Update 12/11/25: The Clerk has spoken to the PFC Chair, however the updated risk assessments have not been provided to date. The Council RESOLVED to write to the PFC Trustees with a letter before action.</p> <p>Update 14/1/26: The Council has written to the PFC.</p> <p>Update 11/2/26: The Clerk has not received the outstanding PFC risk assessments to date.</p> <p>Update 11/3/26: The Clerk has not received the outstanding PFC risk assessments to date.</p> <p>Update 8/4/26: The Council has not received the outstanding PFC risk assessments to date. The Clerk has written to the PFC requesting the outstanding risk assessments and safeguarding policies, which should be provided prior to the next Council meeting, and the Village Fete proceeding.</p> <p>Update 13/5/26: The Council has received the requested risk assessments, which meet the requirements of the Council. Noted that liability remains with the PFC charity. Issue closed.</p>
2	<p>Council to consider PFC safeguarding policies</p> <p>Update 11/6/25: The PFC Chair has disclosed the Clerk that they are developing a safeguarding policy, and an update will be provided once this is provided by the PFC.</p> <p>Update 9/7/25: The PFC safeguarding policies have not been received –The Clerk has written to the PFC with a further request for their safeguarding policies.</p> <p>Update 10/9/25: The Clerk has spoken to the PFC Chair, however the updated safeguarding policies have not been provided to date.</p> <p>Update 8/10/25: The Clerk has spoken to the PFC Chair, however the updated safeguarding policies have not been provided to date.</p> <p>Update 12/11/25: The Clerk has spoken to the PFC Chair, however the updated safeguarding policies have not been provided to date. The Council RESOLVED to write to the PFC Trustees with a letter before action.</p> <p>Update 14/1/26: The Council has written to the PFC.</p> <p>Update 11/2/26: The Clerk has not received the outstanding PFC safeguarding policies to date.</p> <p>Update 11/3/26: The Clerk has not received the outstanding PFC safeguarding policies to date.</p> <p>Update 8/4/26: The Council has not received the outstanding PFC safeguarding policies to date. The Clerk has written to the PFC requesting the outstanding risk assessments and safeguarding policies, which should be provided prior to the next Council meeting, and the Village Fete proceeding.</p> <p>Update 13/5/26: The Council has received the requested safeguarding policies, which meet the requirements of the Council. Noted that liability remains with the PFC charity Trustees. Issue closed.</p>

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Minutes of the Annual Meeting of Yarnton Parish Council

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3	<p>Council to consider PFC hirer's safeguarding policies</p> <p>Update 11/6/25: The Clerk has informed the PFC Chair of their need to ensure hirers have risk assessments, public liability insurance and safeguarding policies in place.</p> <p>Update 9/7/25: The Clerk has consulted with OALC who have confirmed that the PFC do need to provide risk assessments and safeguarding policies as a tenant, as there should be no reason why these documents could not be provided if they are in place.</p> <p>Update 10/9/25: The Clerk has spoken to the PFC Chair, however the updated hirers safeguarding policies have not been provided to date.</p> <p>Update 8/10/25: The Clerk has spoken to the PFC Chair, however the updated hirers safeguarding policies have not been provided to date.</p> <p>Update 12/11/25: The Clerk has spoken to the PFC Chair, however the updated safeguarding policies have not been provided to date. The Council RESOLVED to write to the PFC Trustees with a letter before action.</p> <p>Update 14/1/26: The Council has written to the PFC.</p> <p>Update 11/2/26: The Clerk has not received the outstanding hirers safeguarding policies to date.</p> <p>Update 11/3/26: The Clerk has not received the outstanding hirers safeguarding policies to date.</p> <p>Update 8/4/26: The Council has not received the outstanding hirers safeguarding policies to date. The Clerk has written to the PFC requesting the outstanding risk assessments and safeguarding policies, which should be provided prior to the next Council meeting, and the Village Fete proceeding.</p> <p>Update 13/5/26: The Council has received the requested hirers safeguarding policies, which meet the requirements of the Council. Noted that liability remains with the PFC charity Trustees. Issue closed.</p>
4	<p>Council to consider Audit recommendation 7 concerning responsibilities and regulations (PFC)</p> <p>Update 8/10/25: See item 20.10.1</p> <p>Update 12/11/25: The Council will write a governing document. MG and IM have volunteered to assist with this.</p> <p>Update 10/12/25: The Clerk is waiting to hear from IM and MG. An update will be provided at the next meeting.</p> <p>Update 14/1/26: The Clerk has met with MG and prepared a draft list of responsibilities for both parties. An update will be provided at the next meeting.</p> <p>Update 11/2/26: The matter was not able to be considered and will carry over to the next meeting.</p> <p>Update 11/3/26: MG and IM have completed a draft document, which will be provided to the Internal Auditor in due course.</p> <p>Update 8/4/26: The Council RESOLVED to adopt the Audit recommendation 7 document outlining responsibilities and regulations concerning the Playing Field Committee.</p> <p>Update 13/5/26: The Council has sent the PFC and Council responsibilities document to the PFC for signature in binding agreement. No response has been received to date.</p>
5	<p>Council to consider the PFC request for S.106 funds</p> <p>Update 8/4/26: The Council RESOLVED by unanimous vote that it will not raise S.106 funds for the purchase of adult gym equipment and act as a finance vehicle to reclaim VAT on purchases made which would be to the benefit of third parties who were themselves able to become VAT registered.</p> <p>Update 13/5/26: The Council has received an email requesting a meeting to further the purchase of the adult gym equipment.</p>

26. Burial ground/St Bartholomew's churchyard

1	Council to consider recommendations made in the cemetery consultant's report
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Minutes of the Annual Meeting of Yarnton Parish Council

Meeting held on 13th May 2026 at 6.30pm at Yarnton Village Hall

	Update 13/5/26: The Council RESOLVED to accept the consultants report and will consider the consultant's recommendations separately at future meetings.
2	Council to consider the updated cemetery risk assessment Update 13/5/26: The Council RESOLVED to adopt the updated cemetery risk assessment.
3	Council to consider memorial testing Update 13/5/26: The Council RESOLVED to undertake memorial testing in St Bart's church yard and in the YPC cemetery. The Clerk will meet to discuss this with the St. Bart's Rvd OP and will clarify costs for laying down/making safe during the inspections. Notices in advance of the testing will be posted.

27. Finance and general purpose

1	Council to consider recurring payments for 2026/27 (see attachment 1) Update 13/5/26: The Council approved all recurring payments from the preceding month.
2	Council to consider payments (see attachment 2 and shared finance file for pending invoices) Update 13/5/26: The Council approved all pending payments raised in the preceding month.
3	Council to consider reclaiming grant unspent funds Update 9/7/25 The Clerk will write to BYG requesting unspent monies to be returned, and will provide an update at the next meeting. Update 10/9/25: Due to time constraints, this item was not able to be considered. Update 8/10/25: The Clerk has exchanged emails with BYG, and is waiting for confirmation of the BYG accounts from Sept 2020-2021. Update 12/11/25: The Chair has written to BYG, and has received a response which contains the expenditure for Sept 2020-21. The Council considered the accounts and resolved to request a percentage of unspent funds equal to that which was provided by YPC compared to the residual funds for that year to be returned. Update 12/11/25: MG was not present at the meeting to provide an update. Update 14/1/26: MG will write to BYG requesting a percentage of unspent funds equal to that which was provided by YPC in Sept 2020-21 compared to the residual funds for that year to be returned. Update 11/2/26: MG confirmed he will write to BYG soon. Update 11/3/26: MG confirmed there had been no response from BYG to date. Update 8/4/26: MG confirmed there had still been no response from BYG. Update 13/5/26: As no response has been received, this issue will be removed from future minutes pending a response from BYG.
4	Council to consider ownership liabilities and VAT reclaims Update 9/4/25: The Council noted the recent correspondence with HMRC. Update 14/5/25: The Clerk has had no response from HMRC to date. An update will be provided at the next meeting. Update 11/6/25: The Clerk has had no response from HMRC to date. An update will be provided at the next meeting. Update 9/7/25: The Clerk has had no response from HMRC to date. An update will be provided at the next meeting. Update 10/9/25: Due to time constraints, this item was not able to be considered.

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	<p>Update 8/10/25: The Clerk has had no response from HMRC to date, and has written to HMRC again asking for confirmation of what action HMRC requires us to take. An update will be provided at the next meeting.</p> <p>Update 12/11/25: The Clerk has received a response from HMRC requesting the Council's name, the name and position of the Clerk and the VAT registration number. All of which have previously been provided to HMRC apart from the VAT number, as YPC is not VAT registered. The Clerk will provide HMRC with the UTR and re-send the prior correspondence. DB to assist.</p> <p>Update 12/11/25: The Council has sent by recorded mail a further response to HMRC in light of their recent communications, No reply has been received to date.</p> <p>Update 14/1/26: There has been no response from HMRC to date.</p> <p>Update 11/2/26: There has been no response from HMRC to date.</p> <p>Update 11/3/26: There has been no response from HMRC to date.</p> <p>Update 8/4/26: There has been no response from HMRC to date.</p> <p>Update 13/5/26: As no response has been received, this issue will be removed from future minutes pending a response from HMRC.</p>
5	<p>Council to consider grant requests</p> <p>Update 11/2/26: Due to time constraints, this issue was not able to be considered.</p> <p>Update 11/3/26: Under s.137 of the Local Government Act 1972, the Council RESOLVED to award NORA a grant of £3,000.00</p> <p>Under the Public Health Act 1875 s.164, and S.137 of the Local Government Act 1972 the Council RESOLVED to award a grant of work to the value of £2,640.00 to the Scout Association and Yarnton Village Hall, concerning overgrown trees. The necessary work will be donated to the Scout Association and Yarnton Village Hall once complete.</p> <p>Under S.137 of the Local Government Act 1972, S.19 of the Local Government (Miscellaneous Provisions) Act 1976 and the Open Spaces Act 1906 (ss.9–10) The Council RESOLVED to award a grant to Yarnton Playingfield Management Committee of £20,000.00 in total, on the following terms:</p> <p>Part A: Play area repairs A total of £10,992.00 will be awarded. This will be as a donation of work, procured by YPC. This is an extraordinary ex gratia award, and any further costs will not be considered.</p> <p>Part B.1: Grounds Management & Playing Field Safety Works (Rutten Lane Park) A total of £5,390.60 will be awarded.</p> <p>Part B.2: Grounds Management & Playing Field Safety Works (Littlemarsh) In balance of the £20,000 total grant, a total of £3617.40 will be paid in contribution to elements of lawn-care at Littlemarsh.</p> <p>Update 8/4/26: Concerning grants:</p> <ul style="list-style-type: none">• The grant payments to the PFC have been made,• Tree work to be donated to the Scout Association and the Village Hall has been instructed• The grant payment to NORA is pending confirmation of their bank details.

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Minutes of the Annual Meeting of Yarnton Parish Council

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	<ul style="list-style-type: none">The Clerk has met with PFC Trustees to review the play area repair quotes, and has recommended further details, and specificity of the work to be conducted be confirmed in the quotations prior to their being accepted and any work undertaken. <p>Update 13/5/26: Concerning grants:</p> <ul style="list-style-type: none">The Council grant payment to NORA has been made.Tree work has been completed and has been donated to the Scout Association and to the Village Hall.The Clerk will review the proposed supplier details for work to be conducted on the mound, as issues of concern have been raised. An update will be provided to the Council at the next meeting.
6	Council to consider land valuations Update 13/5/26: The Council RESOLVED to accept the valuations and to sell the land at 10 Meadow Way, and at 14 Meadow Way for the agreed sums. Issue closed
7	Council to consider High Sheriffs Award nominations Update 13/5/26: The Council RESOLVED for DB to champion the High Sheriff's award nominations.
8	Council to consider insurance renewal Update 13/5/26: The Council RESOLVED to renew the insurance with Zurich, with removal of the Village Hall extension from the asset register.
9	Council to consider the Data Use & Access Act 2025 (DUAA) Update 13/5/26: The Council RESOLVED to adopt the Data Use & Access Act 2025
10	Council to consider Clerk's additional hours Update 13/5/26: The Council RESOLVED to pay the Clerk's additional hours worked over the past month.

The meeting ended at 9.30pm

Date of next meetings:

Wednesday 10th June 2026 at 6.30pm at Yarnton Village Hall – Ordinary Parish Council Meeting.

Attachment I

Recurring payments:

1. Scribe, direct debit
2. Nest pensions, direct debit
3. Clerk's salary
4. Village tidier's salary
5. Gardener's salary
6. Google

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Date:

Minutes of the Annual Meeting of Yarnton Parish Council

Meeting held on 13th May 2026 at 6.30pm at Yarnton Village Hall

Attachment 2		
Payments (Inc-VAT):		
BACS payments		
Date	Description	Amount
01 Apr 2026	Direct Debit (BBOWT - MEMBERSHIP)	-46.00
02 Apr 2026	B/P to: Professional Land	-570.00
09 Apr 2026	B/P to: Playing Field Comm	-3617.40
09 Apr 2026	B/P to: HMRC Cumbernauld	-2484.05
09 Apr 2026	B/P to: Playing Field Comm	-5390.60
16 Apr 2026	B/P to: Tara Taylor	-67.56
16 Apr 2026	B/P to: Village Hall	-20000.00
16 Apr 2026	B/P to: Village Hall	-2898.00
16 Apr 2026	B/P to: Tara Taylor	-20.16
16 Apr 2026	B/P to: Cherwell DC	-844.27
28 Apr 2026	B/P to: Fiona Mawson	-111.90
28 Apr 2026	B/P to: Ian M Middleton	-104.50
30 Apr 2026	Service Charge	-8.95
Multipay card payments & receipts		
Date	Description	Amount
21 Apr 2026	SCREWFIX DIRECT	-27.35
23 Apr /2026	POST OFFICE COUNTER	-9.95
23 Apr 2026	POST OFFICE COUNTER	-1.80
23 Apr 2026	FRASER'S BUDGENS	-2.99
05 Apr 2026	MONTHLY FEE	-3.00
BACS Receipts:		
Date	Description	Amount
14 Apr 2026	OXFORDSHIRE MEMORIALS	140.00
20 Apr 2026	BANBURY MEMORIALS	130.00
22 Apr 2026	HAVEN MEMORIALS	105.00
24 Apr 2026	CENTRAL ENG COOP	400.00

2/2026-7

Councillors: Dorothy Walker and Lesley McLean.

Parish Councils: Kidlington, Yarnton and Begbroke

Period: May / June 2026

Area Oversight Group.

£300k of funding was awarded to the local area and it is suggested local councils review the Area Priority Plan.

Next meeting is 27th May, 2026.

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Green Spaces

Draft reports are in progress and will be ready for review shortly. These reports are evaluating the current spaces, how they are used, and how we can make the best of those spaces. Most local green spaces will be included in the reports.

At Rutten Lane a plan is being formalised in partnership with the Yarnton Park Renewal Group and the Parish Council, funding has been secured for one part of the scheme, and we are awaiting quotations for the works, and an agreement on installation management will then be required.

REPF/Green Space & Community Grants

The Rural England Prosperity Fund (REPF) will be supporting a number of projects locally, including paths and planters at Park Hill, a Historical route from Begbroke to Kidlington and a sensory garden at Chorefield Green.

Flooding

Funding has been secured for locally held flood equipment, to be used in emergencies in the local community. Council Clerks have put forward requests and equipment should be delivered in the next period.

Flood Awareness Event – 24 September

Flooding can be a worrying experience, and we know that many residents want clear, practical help to better protect their homes. That's why we're holding a Flood Awareness Event on 24 September, bringing together expert advice, practical solutions and local support in one place.

The event will provide householders with information on simple, effective steps they can take to reduce flood risk to their property. Flood protection manufacturers will be on hand with information stands, demonstrating a range of products and offering advice, with some solutions available for householders.

There will also be opportunities to find out more about local flood wardens and sign up to get involved, helping to strengthen our community's response before, during and after flood events. We hope you'll join us.

Waste Site

After a delay due to site flooding, removal is now in progress, with traffic control in place for entry and exit. 2

Changes in Planning regulations for District Councils and Councillors

Councillors were recently given an outline of the very significant recent and forthcoming changes to Planning legislation being introduced by the government. Briefly, these are as follows:

- 150 Home Notification Rule – if a planning committee opts to refuse a housing development application for more than 150 homes, the Planning Inspectorate must be notified, giving officials the opportunity to call in for decision by the Inspectorate.
- A new National Scheme of Delegation will replace Council drafted policies. The new national scheme will mean that:
 1. Councillors will not be able to call in house-holder developments – these will automatically be delegated to officers
 2. Councillors will not be able to call in developments of under 9 dwellings.
- Smaller Planning Committees – these will be limited to a maximum 13 members

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- Mandatory Training and National Certification of Planning Committee members
- Introduction of a centralised, online Planning Inspectorate and Planning Decisions Service, replacing the former semi paper based one.

HMOs

Proposed dates for the HMO briefing for councillors are still awaited from the Planning Department.

Campsfield House Immigration Detention Centre

The Planning Application for Phase 2 (a second building housing some 200 further detainees) will be submitted with a view to completing construction by 2030. The Development Consent Order application is still awaited. A DCO application will be posted on the Council's Planning Register. Although comments and objections can be submitted by stakeholders, the decision will be taken by the Home Office in conjunction with the Planning Inspectorate, not by Cherwell District Council. In the light of the road, water supply, drainage and sewage infrastructure pressures at PR8 and PR9, and with the prospect of a forthcoming OTP(2) development on Langford Lane, its feasibility is open to question.

Roundham Crossing

This petition was presented at a Full Council meeting of OCC by Lisa Smith (Candidate for Kidlington West), and further discussions are expected once proposals for Begbroke station are understood.

Enforcement Updates

6 The Closes – The requested retrospective planning application for the informal access installed was refused by CDC. A pre-application was invited from the developer and sits with OCC as this is a matter of highway safety. Input from OCC still awaited.

Kebab Kid non permitted signage – Awaiting legal comments to witness statements. 3

3 Paternoster Court, Yarnton – A reminder has been sent to Tony Brummel referencing the Report's requirement for proper maintenance and unblocking of the watercourse on Cassington Road to the East of Pixey Close' Update 17/4/26 – reported as cleared (to be confirmed by inspection reports).

45 Merton Way, Yarnton – Enforcement have now re-opened investigation and are looking for additional information from local residents.

73 High Street, Kidlington – Next steps are an interview under caution of the applicant, followed by enforcement action pending the outcome of public expediency assessment. Also outstanding are the details and images yet to be provided to Building Control proving the correct installation of foundations under the non-permitted 2-storey extension. Although not strictly a Planning issue, this is a public safety issue.

55 Church Street, Kidlington (Conservation Area) - Insertion of an unauthorised full size vehicle gate from the historic footpath which runs between No 55 and St Mary's Church. Heavy damage to the footpath surface indicates the use of motorised vehicles on it. A report has been submitted to Planning Enforcement as the gated entrance is serving a workshop constructed in the garden with planning permission from CDC (the permission does not include the irregular access.)

Kerbside Glass Recycling

From 1st January CDC has been collecting glass at the kerbside which is placed in the blue bin for recycling.

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Removal of the recycling banks was planned; however, this was bought forward due to fly tipping at Curtis Place. Recycling banks have now been removed from locations in Kidlington, Yarnton and Begbroke.

Abandoned cars

Any vehicle believed to be abandoned can be registered at Cherwell District Council here:

<https://www.cherwell.gov.uk/info/7/environment/415/abandoned-vehicle>

2a/2026-27


The County Councillor's Report:

Author: Cllr Lesley McLean

Division: Yarnton, Begbroke and Kidlington.

Date: May / June 2026

Contact Details:

 Email: lesley.mclean@oxfordshire.gov.uk

 Facebook: <https://www.facebook.com/CllrLesleyMcLean>

Dear Residents and Councillors

As we move into late spring and early summer, it has been good to see progress on a number of long-standing local issues. Over the past couple of months, much of my time has continued to be taken up with highways matters, particularly potholes, drainage and keeping residents informed about roadworks and closures.

Alongside this, I have been engaging with Oxfordshire County Council on wider transport and place-based policy work, including the development of the Movement and Place Strategy, as well as continuing work on flood resilience and responding to the Fire & Rescue Service consultation. I aim to keep parish and town councils and residents informed through reports such as this, as well as via my Facebook page.

Potholes, Road Condition and Resurfacing

Potholes remain one of the most frequently raised concerns across Kidlington, Yarnton and Begbroke, particularly on the main roads and bus routes. During this period, I have been very active reporting defects, following up repairs and escalating repeat failures.

There has been good success in securing individual repairs, and I would like to thank residents for continuing to report issues via FixMyStreet, which remains the most effective way to ensure problems are logged and addressed. Many of the most problematic roads locally are key bus corridors, which are under constant pressure but are not currently included in the resurfacing programme. I continue to push for a more strategic approach, including resurfacing of these routes, and will keep pressing this case with officers.

Gully Cleaning and Drainage

Drainage and gully maintenance are closely linked to both road condition and localised flooding. While the countywide gully-cleaning cycle has been completed, it is clear that timing, targeting and follow-up are critical. In addition to raising individual issues, I am currently awaiting a report from the highways drainage team to establish what issues have been identified locally.

Signed as a correct record:

Date:

Minutes of the Annual Meeting of Yarnton Parish Council

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I have also been pressing for better-timed gully cleaning, particularly ahead of wetter periods and in known problem locations. Once the report is available, I will update parish councils and residents on the findings and next steps. In Yarnton additional culvert clearance has been carried out by Sanctuary Homes and the Parish Council supported by additional grant funding from OCC. In Kidlington the OCC additional funding covered mapping of the water course and drainage systems across the area.

Flood Grants

OCC are repeating the flood grant scheme for 2026/2027. Communities can now apply for grants of up to £25000 to fund projects that help reduce the impact of flooding. Further details can be found here:

<https://www.oxfordshirefloodtoolkit.com/>

Flood Warden Recruitment – Please Get Involved

Flooding and community resilience remain important priorities, and the Flood Warden scheme is a great way for local people to help protect their community. Flood Wardens act as local “eyes and ears”, spotting blocked drains, ditches and other flood risks before problems escalate. Training is provided, there’s no fixed time commitment, and I would warmly encourage parish councils and residents to consider whether this is something they—or someone they know—might like to support.

Movement & Place Strategy – Overview

Movement and Place (MAP) Plans set out a long-term approach to how our streets work for everyday life—covering walking, cycling, public transport, traffic and safety. Work is starting on the Kidlington and Surrounding Villages MAP Plan, and I am working with officers to make sure local priorities and community views help shape it as it develops. I will keep parish and town councils updated as this progresses.

Upcoming Road Closures

There have been a number of announcements for road closures and traffic restrictions to allow works to be carried out safely.

5th May Gravel Pits Lane, Yarnton Limited access maintained.

22nd June Sandy Lane, Yarnton Broadband cabling.

19 June The Moors, Kidlington Limited access. Overhead power maintenance.

Kidlington Library Events:

Lego Club Saturday 25th April, Saturday 27th June, 2026.

Rhyme time Tuesday 28th April, Tuesday 5th May, 2026

Community Help and Information Thursday 7th May, Thursday 14th May, 2026

Elmer Day Saturday 23rd May, 2026

Further details can be found here: <https://www.oxfordshire.gov.uk/events?venue=2248> 3

A44 Speed Limit Review

The A44 corridor remains under review as part of wider work on road safety. Evidence from elsewhere suggests that changes to speed limits can improve safety, particularly where communities, pedestrians and cyclists interact with through-traffic.

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I will continue to monitor this review and ensure local views are reflected as proposals develop.

Fire & Rescue Service Consultation – Kidlington

The consultation on improving Oxfordshire Fire and Rescue Service has now concluded, and the County Council has published its response.

Kidlington Fire Station is not currently proposed for closure, and no decision has been taken to close or downgrade the station. However, there has also been no explicit statement guaranteeing its long-term future, and future options are under review.

There is now a focus on recruitment, resilience and response cover. I will continue to follow this carefully and make sure the voices and safety of residents are clearly represented. Full details of the published report they can be found here:

Independent Consultation Analysis Report:

<https://mycouncil.oxfordshire.gov.uk/documents/s81598/Annex%203%20-%20OFRS%20Consultation%20Analysis%20Report.pdf>

Cabinet Report – Improving our Fire and Rescue Service:

<https://mycouncil.oxfordshire.gov.uk/documents/s81566/Improving%20our%20Fire%20and%20Rescue%20Service%20Cover%20Review%20-%20Cabinet%20v3.0%20FINAL.pdf>

Councillor Priority Fund – Applications Welcome

A reminder that parish councils and community groups can apply to the Councillor Priority Fund (CPF). Each county councillor has £10,000 available over the 2025–2027 period to support local projects.

I am particularly keen to support projects linked to flooding, drainage, resilience and education, and I am very happy to discuss ideas before an application is submitted.

Further details are available here:

 <https://www.oxfordshire.gov.uk/residents/communities/councillor-priority-fund>

Keeping in Touch

Thank you to everyone who has raised issues, shared local insight or kept in touch during this period. Please do continue to get in contact—your feedback really does make a difference.

Best wishes

Lesley

Signed as a correct record:

Date: