

**All Councillors are hereby summoned to attend an Ordinary Meeting of Yarnton Parish Council  
on Wednesday 8th October 2025 at 6.30pm in Yarnton Village Hall.**

The meeting will be held in order to conduct the following business listed on the agenda below.

Members of the public are welcome to attend and may address the Council during the formal meeting under Public Participation. Under the Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

| <b>Agenda</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
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| <b>1</b>      | <b>Apologies</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>2</b>      | <b>Co-options to the Parish Council</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>3</b>      | <b>Declaration of interests*</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>4</b>      | <b>Minutes of the monthly meeting of the 10th September 2025</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>5</b>      | <b>Matters arising from the minutes without decision</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>6</b>      | <b>Public participation and questions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>7</b>      | <b>Recent Correspondence</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>8</b>      | <b>Report of the District Councillors</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>9</b>      | <b>Report of the County Councillor</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>10</b>     | <p><b>a) Planning applications to consider:</b></p> <ul style="list-style-type: none"> <li>● Application No.: 25/02242/F Proposal: Increase the height of the dwelling to create additional first floor accommodation as well as forming a second floor in the roof space. Demolish garage to allow for a two storey side extension. Addition of front porch, bay windows, single storey rear extension and creation of first floor balcony to front and rear and exposed chimney breast Location: Kings Bridge House, Woodstock Road, Yarnton, Kidlington, OX5 1PH</li> <li>● Application No.: 25/01403/F Proposal: RETROSPECTIVE - Single storey extension to the rear, which includes the installation of a wooden fence. Location: 139 Woodstock Road, Yarnton, Kidlington, OX5 1PT</li> <li>● Application No.: 25/02235/F Proposal: Erection of oak framed detached double garage Location: Paternoster Farm, 107 Cassington Road, Yarnton, Kidlington, OX5 1QB</li> </ul> <p><b>b) Planning decisions to note:</b></p> <ul style="list-style-type: none"> <li>● None</li> <li>1. Update from DW re planning enforcement issues at Merton Way and Cassington Road</li> <li>2. Council to consider members of the Planning Advisory Group</li> </ul> |
| <b>11</b>     | <b>Police Liaison Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>12</b>     | <b>William Fletcher School</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>13</b>     | <b>Emergency Management</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>14</b>     | <p><b>Highways</b></p> <ol style="list-style-type: none"> <li>1. Speedwatch – update from Parish Council concerning speedwatch activities</li> <li>2. Council to consider SIDS installation costs – update from LM</li> <li>3. Update from LM re refreshing the lining scheme around Budgens</li> <li>4. Council to consider new 20mph signs on Cassington Rd &amp; Rutten Lane</li> <li>5. Council to consider issues with the carriageway at the junction of Rutten Lane and the A44</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>15</b>     | <p><b>Village Hall</b></p> <ol style="list-style-type: none"> <li>1. Council to consider donation of the extension and Cllrs to meet with the Village Hall Committee</li> <li>2. Council to consider planning permission for Village Hall roof development</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

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| <b>16</b> | <b>Environmental matters including Airport and Orchard</b> <ol style="list-style-type: none"> <li>1. Council to consider legal advice and flood mitigation drainage works</li> <li>2. Update from all Cllrs re gulley inspections</li> <li>3. Council to consider the Orchard lectern design quotation</li> <li>4. Narrowing of the watercourse adjacent to the A44 verge on Highways land/S.19 report</li> <li>5. Council to consider mulching/planting of cleared area adjacent to 37 Meadow Way</li> <li>6. Council to consider EA flood mitigation project requirements</li> <li>7. Council to consider labelling Orchard trees</li> </ol>                                                                                                                                                                                                                                                                                                          |
| <b>17</b> | <b>Playing Fields</b> <ol style="list-style-type: none"> <li>1. Update from the Chair concerning the EDF bill</li> <li>2. Council to consider paying the balance of the PFC EDF electricity account at Littlemarsh</li> <li>3. Council to consider PFC and hirers risk assessments</li> <li>4. Council to consider PFC and hirers safeguarding policies</li> <li>5. Council to consider Audit recommendation 7 concerning responsibilities and regulations (PFC)</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>18</b> | <b>Risk Assessment and Management</b> <ol style="list-style-type: none"> <li>1. SS to provide an update on the village risk assessments</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>19</b> | <b>Burial ground/St Bartholomew's churchyard</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>20</b> | <b>Recent Correspondence</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>21</b> | <b>Finance and General Purpose including monthly finance report</b> <ol style="list-style-type: none"> <li>1. Council to consider recurring payments for 2025/2026 (see attachment 1)</li> <li>2. Council to consider payments (see attachment 2 and shared finance file for pending invoices)</li> <li>3. Council to consider time limits in standing orders</li> <li>4. Council to consider the Internal Auditor's letter of engagement</li> <li>5. Council to review Audit recommendation 13 re financial risk assessment</li> <li>6. Council to consider the report of the Staffing Committee</li> <li>7. Council to consider legal advice concerning YPC land</li> <li>8. Council to consider the sale of land adjacent to 14 Meadow Way</li> <li>9. Council to consider return of unspent grants</li> <li>10. Council to consider ownership liabilities and VAT reclaims</li> <li>11. Council to consider the Clerk's additional hours</li> </ol> |

\*Notes on declarations of interest:

Any Member arriving after the start of the meeting is asked to declare pecuniary interests, as necessary, as soon as practicable after their arrival, even if the item in question has been considered. National rules about pecuniary interests are set out in Chapter 7 of the Localism Act 2011 and in secondary legislation made under the Act, in particular The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

David Thornhill

**Parish Clerk**

2nd October 2025

Yarnton Parish Council

[www.yarnton-pc.org.uk](http://www.yarnton-pc.org.uk)

**Attachment 1****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

**Attachment 2****Payments (Inc-VAT):****BACS payments**

| <b>Date</b> | <b>Description</b>                         | <b>Amount</b> |
|-------------|--------------------------------------------|---------------|
| 11 Sep 2025 | B/P to: M Rudge Trees                      | -1837.50      |
| 11 Sep 2025 | B/P to: Ricky Smith                        | -800.00       |
| 16 Sep 2025 | Direct Debit (LLOYDS CORP CARD)            | -439.80       |
| 19 Sep 2025 | B/P to: Blue Monkey Trees                  | -3360.00      |
| 19 Sep 2025 | B/P to: Moore                              | -535.50       |
| 19 Sep 2025 | B/P to: David Thornhill – gardeners trowel | -4.97         |
| 22 Sep 2025 | Direct Debit (EDF ENERGY)                  | -223.00       |
| 26 Sep 2025 | B/P to: Ian M Middleton                    | -98.40        |
| 26 Sep 2025 | B/P to: Fiona Mawson                       | -120.80       |
| 30 Sep 2025 | Bank Service Charge                        | -9.00         |

**Multipay card payments**

| <b>Date</b>  | <b>Description</b>    | <b>Amount</b> |
|--------------|-----------------------|---------------|
| 04 Aug 2025  | Toolden               | 62.27         |
| 04 Aug 2025  | Screwfix              | 27.99         |
| 07 Aug 2025  | BMA Varsity           | 26.40         |
| 08 Aug 2025  | Barlow & Sons         | 128.31        |
| 08 Aug 2025  | AWBS Ltd              | 171.05        |
| 12 Aug 2025  | BMA Varsity           | 100.80        |
| 13 Aug 2025  | Lawson HIS Ltd        | 18.06         |
| 15 Aug 2025  | SP GS Workwear        | 15.54CR       |
| 29 Aug 2025  | Land Registry Ecom CC | 7.00          |
| 29 Aug 2025  | Land Registry Ecom CC | 14.00         |
| 29 Aug 2025  | Land Registry Ecom CC | 7.00          |
| 29 Aug 2025  | Land Registry Ecom CC | 7.00          |
| 29 Aug 2025  | Land Registry Ecom CC | 7.00          |
| 02 Sept 2025 | Monthly fee           | 3.00          |

**Receipts:**

| <b>Date</b> | <b>Description</b> | <b>Amount</b> |
|-------------|--------------------|---------------|
| 02 Sep 2025 | JERRAMS LTD SW     | 705.00        |
| 10 Sep 2025 | CHERWELL DISTRICT  | 74117.92      |
| 30 Sep 2025 | Credit Interest    | 1028.71       |