

**THE MONTHLY MEETING OF THE PARISH COUNCIL WILL BE HELD ON
WEDNESDAY 7 OCTOBER 2026 AT 7.30 PM IN THE LILAC ROOM, THE VILLAGE HALL.**

YOU ARE HEREWITH SUMMONED TO ATTEND THE ABOVE MEETING.

THE BUSINESS WILL BE AS DETAILED BELOW.

Thom Rhodes, Clerk and Proper Officer

AGENDA

- 1) Members Present:
- 2) Apologies for Absence:
- 3) Public Participation: Standing Orders will be suspended for a period of up to 20 minutes to allow members of the public to address the Council in relation to the business on the agenda or request matters to be discussed at a subsequent meeting. Please note that this is limited to a maximum of 5 minutes per member.

122.26 To approve the Minutes of the Parish Council meeting of 2 September 2026, including a correction to minute 113.1: see Briefing Pack.

123.26 County and District Council Matters:

County Councillor Report: Cllr. Thomas Ashby

District Councillor Report: Cllr. Liam Mackenzie

123.1 Community Governance Review (West Oxfordshire District Council): to agree a representation on the Parish boundary (deadline 31 December 2026): see Briefing Pack

124.26 Declaration of Interests

125.26 Planning:

125.1 Draft West Oxfordshire Local Plan 2043: Regulation 19 Consultation (closes 9 October 2026): update and, if required, to agree the Council's response: see Briefing Pack

125.2 Neighbourhood Plan: update from Cllr. Lishman; Local Green Space designation and landowner engagement: see Briefing Pack

126.26 Matters Arising from Previous Meetings and Standing Items:

126.1 Asset of Community Value application (village public house): to ratify the application: Clerk to present the forms

126.2 Apple Pressing Event (11 October 2026): road closure, risk assessment and arrangements: see Briefing Pack

126.3 Art Trail: follow up, and retrospective approval of the launch refreshments float: see Briefing Pack

126.4 EV Microhubs: see Briefing Pack

126.5 Solar Farm Fund: see Briefing Pack

126.6 Village Newsletter: see Briefing Pack

126.7 Thames Water: Sensory Garden Connection (quotation DS2041700): to decide how to proceed: see Briefing Pack

126.8 Defibrillator: see Briefing Pack

127.26 New Business:

127.1 Ducklington Sports Club: Loan Agreement and Licence to Alter: to approve both documents and authorise two signatories: see Briefing Pack

127.2 Allotments: renewal of the lease with Oxfordshire County Council (draft Heads of Terms): to agree the Council's response; National Allotment Survey: see Briefing Pack

127.3 Cemetery: Exclusive Right of Burial term (25 years), amended Cemetery Regulations and Burial Fees: for adoption: see Briefing Pack

127.4 Village Pond: tree works (pollarding) and dredging: to consider the quotations and estimates received and to agree the contractor, dredging start date and discharge arrangements: see Briefing Pack

127.5 Trees: see Briefing Pack

(a) Church Street: replacement of the dead tree: quote for approval

(b) Tree survey: to consider commissioning a new survey (the last was carried out in December 2023)

(c) Hornbeam at the Lovell Close and Peel Close cut-through (TPO): works application

(d) Request from resident(s) to pollard a large tree at Chalcroft

127.6 Hedge Cutting: Bartholomew Close and the Sports Field: to approve the contractor and spend: see Briefing Pack

127.7 Parking on the Standlake Road verge near Mill Meadow and damage to newly planted trees; update on yellow line parking at Standlake Road and Fritillary Mews: see Briefing Pack

127.8 Marquee Hire: request from resident(s) to hire the Sports Club marquee on 8 May 2027: to decide the hire fee and insurance requirements: see Briefing Pack

127.9 Dog Fouling: Peel Close Common Ground: see Briefing Pack

128.26 Playgrounds / Cemetery / Litter / Open Spaces / Sports Pavilion / Sports Field / Allotments

Playgrounds: RoSPA high risk finding, repair and replacement equipment quotations; Large Swings A-frame repair: see Briefing Pack

Cemetery: see item 127.3

Litter Picker's Report

Open Spaces: Mill Meadow ownership update

Sports Pavilion and Sports Field: see item 127.1; car park lights and CCTV fault: see Briefing Pack

Allotments: see item 127.2

129.26 Finance:

129.1 Half Year Financial Statements to 30 September 2026: see Briefing Pack

129.2 Account Balances / Bank Reconciliation / Debts: financial breakdown and year to date reconciliation, to approve: see Briefing Pack

129.3 Payments made under delegated authority: to note: see Briefing Pack

129.4 Invoices for Payment: Payments Schedule:

Supplier	Description	Invoice No.	Date	Net £	Total £
D&S Garden Services	Fence repair by Sports Club	SI-1676	21/09/2026		
D&S Garden Services	Mowing and strimming large grass areas (18 September and 2 October)	SI-1709	02/10/2026		
D&S Garden Services	Cutting and strimming of graveyard (11 and 25 September)	SI-1710	02/10/2026		
D&S Garden Services	Mowing and strimming large grass area (3 September)	SI-1711	02/10/2026		
Complete Weed Control	Weed control: second street spray of 2026 contract (September)	HC4928	27/09/2026		
Starboard Systems Ltd (Scribe)	Cemetery and allotments monthly subscription	INV-22844	01/10/2026		
Jennifer Greenway	Website updates (news and events, agenda and minutes, Neighbourhood Plan page)	1242	24/09/2026		
Cllr M. Barker (Expense)	Card payment terminals (Village Events Fund): reimbursement	Screwfix order A28246542863	10/09/2026		
Cllr M. Barker (Expense)	Sensory Garden plants and bulbs: reimbursement	Receipts	22/07/2026 and 15/09/2026		
Thom Rhodes (Clerk, expense)	Temporary Event Notice fee, Apple Pressing: reimbursement	Receipt	Sept 2026		
Thom Rhodes	Clerk's salary (October 2026)	Payslip	Oct 2026		
HMRC	PAYE and National Insurance (Clerk)	HMRC liability	Oct 2026		
M. Everett Tree & Garden Services	Church Street: fell dead tree and plant replacement: if approved at item 127.5(a)	Quote	Sept 2026		
M. Everett Tree & Garden Services	Pond tree works (pollarding, felling and clearance): if approved at	Quote	Aug 2026		

	item 127.4				
Ivor Godfrey	Hedge cutting, Bartholomew Close and Sports Field: if approved at item 127.6	Estimate	Oct 2026		

130.26 Other Comments / Matters for Next Agenda

131.26 Clerk's Comments / Reports

132.26 Closing Comments from Members of the Public

133.26 Closing Comments from the Chair

134.26 Meeting Close Time

135.26 Date of Next Meeting: Wednesday 4 November 2026