



Wendlebury Parish Council

Email: clerk@wendleburyparishcouncil.gov.uk or Telephone: 07831119533.



Minutes of Wendlebury Parish Council Meeting held in the Wendlebury Village Hall on Thursday 15 May 2025

Present: Cllrs: Doug Blake (Chairman), David Ford, John Miller and Cllr James Daulton

In Attendance: Sarah Kearney (Parish Clerk), Cllr Gemma Coton and Cllr Laura Gordon

Residents: 1 - Resident

Apologies: Adrian Redford (Vice-Chair)

1. Elect the Chairman for the year 2025/26

The Council unanimously **RESOLVED** and voted Cllr Doug Blake as Chair of Wendlebury Parish Council for 2025/26

2. To receive Councillor Apologies for Absence (Clerk)

The Council received and accepted apologies from Cllr Adrian Redford

3. To Elect the Vice-Chairman for the year 2025/26

The Council unanimously **RESOLVED** and voted Cllr Adrian Redford a Vice- Chair of Wendlebury Parish Council for 2025/26

4. To Record Members' Declarations of Interest Regarding the Agenda Items (Clerk)

Nothing was declared

5. To Approve and Sign the Minutes of the Parish Council Meeting of 27 March 2025 (Clerk)

The Council unanimously **RESOLVED** that the minutes be accepted as a true and accurate record of the meeting.

6. Public Participations – to receive questions from members of the public relating to items on the agenda, by the Council's Code of Conduct and Standing Orders.

1- Resident

7. To Receive a report from the District/County Councillors (Cllr Gemma Coton) and (Cllr Boucher-Giles)

District Council – report from Cllr Coton

County Council – report from Cllr Laura Gordon

8. Update on Progress from the Minutes – The Clerk/Chairman will report on the progress of outstanding items which do not require a further decision.

9. Governance – (Clerk)

10. Finance – update (Clerk)

- 10.1 Financial Report** – to receive the report for information
The Council unanimously **RESOLVED** that the minutes be accepted as a true and accurate record of the meeting.
- 10.2 Budget** – consider the 2025/26 budget and agree
The Council unanimously **RESOLVED** and agreed to the budget, which was agreed to in November
- 10.3 Statement of Accounts** – to consider and approve the Statement of Accounts for the year ending 31st March 20205
The Council unanimously **RESOLVED** and agreed to the Statement of Accounts, which was signed off by the Clerk and Chairman
- 10.4 Internal Audit** – to receive and review the report from the Internal Auditor
The Council unanimously **RESOLVED** and agreed to the Internal Auditor report. The Clerk noted that most comments from the Internal Auditor are recommendations. The New Clerk will complete any action plan for the July meeting.
- 10.5 AGAR Signature Redaction** – to consider redaction of Signatures on the web version of the Annual Governance and Accountability Return to protect the signatories from specific and identifiable threats of identity theft and GDPR concerns.
The Council unanimously **RESOLVED** and agreed to redact the Signature from the paperwork that will be submitted to the Website.
- 10.6 External Audit** – to consider the 2024/25 AGAR for submission to the External Auditor
- 10.6a Annual Governance Statement** – to consider and agree on the accounting statement figures
The Council unanimously **RESOLVED** and agreed to the Annual Governance Statement, and it was signed by the Clerk and Chairman
- 10.6b Electors' Right** – to consider and approve the dates
The Council unanimously **RESOLVED** and agreed to the Electors' Right dates
- 10.6c Statement of Variance** – to consider the draft Statement of Variance
The Council unanimously **RESOLVED** and agreed to the Statement of Variance, and it was signed off by the Clerk
- 10.7 Annual Subscriptions and Regular Payments** – to consider and agree on the list of OALC and SLCC
The Council unanimously **RESOLVED** and agreed to all annual subscriptions
- 10.8 Bank Signatories** – to review and agree on the bank signatories
The Council unanimously **RESOLVED** and agreed that Cllr Blake and Cllr Redford to be kept as Signatories. It might be considered for a third signatory at some point; this will be for the new clerk to investigate.
- 10.9 Invoice payments for May** – to consider invoices for payment, itemised and the payment schedule sheet
The Council unanimously **RESOLVED** and agreed to the May schedule payment sheet
- 10.10 Reconciliation of Accounts** – to consider and agree on bank reconciliation with the bank statements
The Council unanimously **RESOLVED** and agreed to the Reconciliation of the Accounts.

11. To Receive a Report on Parish Matters

- 11.1 Environment Agency** – update from Cllr Blake
The Environment Agency has been trimming the top of the weeds in the brook. This is typically done twice a year.
- 11.2 Allotments** – update from Clerk
Nothing to report, one space has just been taken up by somebody
- 11.3 Flooding** – update from Cllr Blake
Nothing to report, except that a funding grant has been sent to OCC to determine whether the Parish Council could purchase some pumps for residents to use during floods in the winter.
- 11.4 Police Rural Forum** – No update
No meetings have been arranged due to the elections, but something should be planned for around June.

12. Highways

- 12.1 SE Relief Road** – update from Cllr Blake
Still no further update
- 12.2 Speed Watch** – update from Cllr Ford
Cllr Ford reported: He has been working with TVP to set up Wendlebury PC on the system. Once this is completed, training can begin. They are still trying to sort out the handheld gun to be used.

13. Planning Applications – to consider all recent applications received from Cherwell District Council, detailed below, and any other planning applications submitted between the circulation of this Agenda and the meeting:

- 13.1 Tritax** – update
 - 13.1a Traffic Calming** – update from Cllr Blake
Informal Consultation – results
Need to follow up with Jonathan on what is happening with the informal consultation
 - 13.1d Sewerage** – update from Cllr Blake
This is still an issue which is being discussed with Tritax
 - 13.1e Bus Service - Graylines** – update from Cllr Blake
The bus service through the village is now being provided by Red Rose Travel. The S5 bus service along the A 41 although not officially authorised yet although it appears some of the buses are stopping. We hope it will be fully authorised by OCC by the beginning of June.

Planning Applications New: - to note

- 13.2 25/00284/F** OS Parcel 3371, Adjoining, Wendlebury Parish Boundary, Chesterton
Proposal: Full planning application for the erection of employment development within Class B8 and B2 of the Town and Country Planning Use Classes Order 1987, including ancillary Class E(g)(i) (offices), accessed from the existing A41 signalised access and Tritax Park estate road, associated site infrastructure including gatehouses, external service yards, sprinkler tanks and pump houses, vehicle parking (HGV, car, motorcycle and cycle); landscaping including permanent landscaped mounds, amenity open space, sustainable drainage details, foul pump house, energy centre (details of energy generation reserved for future approval), Multi Use Games Area (MUGA), site catering area, and external plant.

The Council still need to put in their response for this planning application which needs to be completed in June. There was a long discussion by the all the Councillors regarding the whole planning application. In the end it was decided to put it to vote on how Wendlebury Parish Council would vote against or for the application.

Cllr Miller – No Objection, with Comments

Cllr Daulton - Objection, with Comments

Cllr Blake – No Objection, with Comments

Cllr Ford – No Objection, with Comments

Response:

Planning Applications Pending:- to note

13.3 25/00427/PIP Land East of Bride House and 2 The Villas, Main Street, Wendlebury

Proposal: Permission in Principle – Proposed residential development of 2-3 dwellings.

Response: **Objection with comments**

13.4 25/00229/F 1 St Giles Close, Wendlebury, Bicester, OX25 2PZ

Proposal: Proposed single-storey rear extension - Re-submission of 24/00847/F

Response: **No Objection**

Planning Application Decisions: – to note

14. Correspondence – to note correspondence received not otherwise on the agenda were decisions are not required.

Date of next meeting – Thursday 31 July 2025 at 7.00 pm - Wendlebury Village Hall

The meeting closed at: 8.50pm