

**Minutes of Wendlebury Parish Council Meeting  
held in the Wendlebury Village Hall on Thursday, 27 November 2025**

**Councillors Present:** Doug Blake (Chairman), Adrian Redford, James Daulton, David Ford and John Miller.

**In Attendance:** Brian Inglis (Parish Clerk and RFO),  
Cllrs Will Boucher-Giles and Laura Gordon (OCC), and Cllr Gemma Coton (CDC)

**Residents:** 1 Member of the Public

**1. To receive Councillor Apologies for Absence (Clerk)**

There were none.

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

Nothing was declared

**3. To Approve and Sign the Minutes of the Parish Council Meeting of 25<sup>th</sup> September 2025 (Clerk)**

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

**4. Public Participation – 1 Member of the public, in attendance to participate in item 10.2**

**5. To Receive a report from the District/County Councillors**

**Cherwell District Council** – verbal report from Cllr Coton.

**Oxfordshire County Council** – verbal report from Cllrs Boucher-Giles and Gordon.

**6. Update on Progress from the previous Minutes –**

The Clerk has written to the resident on Meadow View who had been concerned about parking issues.

**7. Finance – update (RFO)**

**7.1 Financial Report** – The report (previously circulated) was approved by Councillors.

**7.2 Invoice payments for November** – Councillors **RESOLVED** and agreed to the November schedule payment sheet (previously circulated)

**7.3 Reconciliation of Accounts** – The report (previously circulated) was approved by Councillors. Online Banking is now being used on the Lloyds Bank Community Account.

**7.4 Budget for 2026/27** – A DRAFT Budget was discussed, with input from all Councillors and some minor amendments were made. Councillors **RESOLVED** and agreed to the Budget for 2026/27

**7.5 Precept Request for 2026/27** - Councillors **RESOLVED** and agreed to submit a Precept Claim of £8,360 for 2026/27, representing an increase of 4.5%. (Action – Clerk to make the claim)

**8. Compliance**

**8.1 Standing Orders** – Councillors **RESOLVED** to approve the Parish Council Standing Orders.

**8.2 Financial Regulations** – Councillors **RESOLVED** to approve the Financial Regulations.

**8.3 Code of Conduct** – Councillors **RESOLVED** to approve the Parish Council Code of Conduct.

**9. Parish Matters**

**9.1 Allotments** – A Tenancy Agreement is being drawn up, and renewal fees are now due. (Action – Clerk to progress both issues). Fencing repairs are required. (Action – Cllr Redford to obtain a quote and availability to carry out these repairs)

**9.2 Flooding Grant Application** – With input from Cllr Miller, Cllr Blake has submitted options and costings to the OCC Flood Officer on the provision of a storage shed, pumps, cones, signage and other ancillary flood prevention and mitigation items. (Action – Cllr Blake to progress)

**9.3 Environment Agency** – Cllr Blake reported that the Wendlebury Brook has been cleared.

**9.4 Remembrance Day** – Cllr Redford reported that the service was well attended and went well.

**9.5 Village Website** – A new Wendlebury village website has been launched by a resident, and it was agreed that a link to the Parish Council website should be added for the benefit of residents.

**10. Highways**

- 10.1 Community Speed Watch** – Cllr Ford reported on activity with the group, which has one new member. It was agreed to investigate “Speed Watch” signage to be placed on the gates at both ends of the village. (Action – Cllr Blake to progress)
- 10.2 Resident concerns on the safety of Langford Lane** – A member of the public was invited to share their experiences of near misses involving walkers, cyclists and horse riders due to regular dangerous driving seen in the area. After some discussion, it was agreed to ask for permission to hold a Speed Watch session along Langford Lane. (Action – Cllr Ford to progress)

**11. Planning Application 25/00284/F (TRITAX)** – update from Cllr Blake

- a) **Traffic Calming Measures** – communication is ongoing.
- b) **Thames Water Situation** – Thames Water are yet to give any firm comments on this application.
- c) **Noise Assessment Response** – this has been circulated and can be viewed on the CDC Planning Portal

**12. General Planning Matters** – Cllr Blake updated Councillors on various matters, including proposed plans by Thakeham Homes in the area which have come to light, and the proposed Oxfordshire Rail Freight project near Ardley.

**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:

**New Planning Applications:** - to note

- 13.1 25/02763/LB Park Farm Cottage, St Giles Close, Wendlebury OX25 2PZ**  
**Proposal:** Removal of glazed roof. Form new tiled roof with 2no. rooflights and valley gutter. Form glazed gable.  
**Response:** No Comment, delegated to Cherwell DC Conservation Officer.

**Planning Applications Pending:** - to note

- 13.2 25/01210/F Elm Tree Farm, Main Street, Wendlebury, OX25 2QA**  
**Proposal:** Erection of agricultural building for general agricultural storage, with agricultural workshop area.  
**Response:** No Comment.

**Planning Application Decisions:** – to note

- 13.3 25/01658/F The Plough House, Main Street, Wendlebury OX25 2PS**  
**Proposal:** Proposed conversion of the existing garage to form a home office and gym.  
**Response:** No Comment.  
**Decision:** Application Permitted

**14. Correspondence** – The following were noted -

- 14.1 Chief Executive, Cherwell District Council** - Update on the LGR two-unitary proposal.
- 14.2 Oxfordshire County Council** – Monthly Updates.
- 14.3 Cherwell District Council** – Cherwell Parish Bulletins.

**15. Date of next meeting** – Thursday, 29 January 2026 at 7.00 pm - Wendlebury Village Hall

The meeting closed at 8.58 pm

Signed ..... Date .....