

**STONESFIELD PARISH COUNCIL**  
**Minutes of the Full Council Meeting held at Stonesfield Village Hall on**  
**Wednesday 3 June 2026 at 7.00pm**

**Attendees:** Cllrs U Rice (Chair), C Renshaw (Vice Chair), L Bate, D Brown and P Lowe.

**Others present:** 1 member of the public. The Clerk and OCC Cllr A Graham.

**26/62 To receive and accept apologies for absence:** No apologies received as all Councillors were present.

**26/63 Public Participation:** There were none.

**26/64 Declarations of interest:** There were none.

**26/65 To approve the minutes of the meeting 6 May 2026:** Cllr P Lowe requested two amendments to the draft minutes: that Cllr L Bate be recorded as absent and that apologies received be noted in the attendance section; and that the following be added under the Action Register item: "Cllr P Lowe stated that a response to the Examiner's clarification queries, including his invitation to comment on the various representations, had been circulated and submitted to WODC. This had involved a substantial amount of work and she thanked members of the Neighbourhood Plan Steering Group for their input." It was **RESOLVED** to approve the minutes, subject to the agreed amendments and for the Chair to sign them as a true record.

**Proposer:** Cllr U Rice

**Seconder:** Cllr C Renshaw

**All in favour**

**26/66 Co-option of a Councillor:** To consider applications received for the councillor vacancy and to resolve to co-opt a new member to the Parish Council. No applications had been received.

**26/67 Actions Register:** The action register was reviewed and updates noted. There were no actions from the meeting in May.

**26/68 Planning:** To note any planning application comments submitted between meetings under the Clerk's delegated authority and to consider and comment on any new applications.

**Planning application comments submitted between meetings:** There were none.

Cllr D Brown raised concerns regarding the Planning Officer's report for planning application 25/01897/OUT, which had been received since publication of the agenda and recommended approval of the application. The Clerk advised that the Planning Officer's report related to an existing planning application and raised concerns as to whether substantive discussion of the matter fell within the scope of Agenda Item 6. Members considered the matter and proceeded with the discussion. Cllr U Rice, Chair then determined that the matter could be considered under the Neighbourhood Plan Working Group item due to its relevance to the emerging Neighbourhood Plan.

**New planning applications received:**

**26/01003/FUL**

**Location:** Glovers Yard The Cross Stonesfield Oxfordshire OX29 8QU

**Proposal:** Demolition of redundant pre-school building. Erection of three terraced dwellings along with alterations to 1 Glovers Yard to create one single dwelling with associated works

**Comments:** The PC has no objection in principle. The PC would like to make the following observations on the detail of the application:

There are concerns that building materials should reflect the immediate vernacular style, in particular, the roofs should be consistent with the buildings on The Cross including the Church. There are concerns that

parking should be assessed for adequacy and that provision is made to avoid congestion on and around The Cross during construction.

It should be noted that this provision of social housing would meet the housing needs assessment in the draft Neighbourhood Plan, although if Manor Field development was approved it would constitute an oversupply contrary to the Neighbourhood Plan and NPPF.

**26/69 To receive reports from County and District Councillors:**

- 1. OCC Cllr A Graham report:** Cllr A Graham provided an update on County matters, including: Cllr A Graham reported on recent Oxfordshire County Council developments, including changes to the council leadership, road safety statistics, Park & Ride initiatives, proposals for improved hospital transport links, and progress on highway maintenance and pothole repairs within the county. He advised that a further inspection of highways issues within Stonesfield would be undertaken. Cllr A Graham then left the meeting.
- 2. WODC Cllr G Early report:** Cllr G Early provided an update on District matters, including: Cllr G Early was not in attendance and had sent apologies.
- 3. WODC Cllr T Sumner report:** Cllr T Sumner provided an update on District matters, including: Cllr T Sumner was not in attendance and had sent apologies.

**26/70 PC Working Groups:** To receive reports from those working groups that have met since the last Council meeting. No meetings had been held since the last PC meeting. No working group meetings had been held since the previous meeting. Members discussed planning application 25/01897/OUT Land West of Combe Road, Stonesfield, Oxfordshire and its potential implications for the Neighbourhood Plan. Cllr P Lowe reported that planning application 25/01897/OUT was due to be considered by the WODC Development Management Sub-Committee on 8 June 2026. She advised that the Parish Council had previously objected to the application on the grounds that it did not accord with the emerging Neighbourhood Plan. Concern was expressed that the Planning Officer's report recommended approval of the application and did not refer to the emerging Neighbourhood Plan, despite its status as a material planning consideration. Members discussed the limited time available to review the report and supporting information prior to the Development Management Sub-Committee meeting. The Clerk advised that the application had not been included as a specific agenda item and had previously advised that it did not fall within the scope of the planning applications item. Cllr U Rice, Chair ruled that the matter could be discussed under the Neighbourhood Plan working group item due to its relevance to the emerging Neighbourhood Plan. Cllr U Rice, Chair indicated that a draft position statement would be prepared to assist with representations to the Development Management Sub-Committee.

**26/71 Finance:**

- a) **Payments:** It was **RESOLVED** to approve the ratification of payments – see table below.

Gross Amount (£)	VAT Value (£)	Payee	Details
150.00		C Carruthers	RFO May 2026
194.16	32.36	Microshade VSM	May IT & Email hosting
325.76		OCC	LGPS Pension May 26
65.56		HMRC	PAYE/NI May 26
1305.72	217.62	West Oxon DC	Inv 33672123 Litter/Dog bin emptying
<i>Confidential</i>		<i>K Linnington</i>	<i>Clerks Salary</i>
65.00		K Linnington	Clerks Monthly Expenses

**b) Expenditure under the Clerk's delegated authority**

The following expenditure was ratified:

- I. Giffgaff pay-as-you-go mobile phone credit (monthly) – £6.00

It was **RESOLVED** to approve the ratification of payments and any expenditure under the Clerk's delegated authority to spend.

**Proposer:** Cllr U Rice

**Seconder:** Cllr D Brown

**All in favour**

**26/72 Accounts.**

**AGAR: Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2026 (Folder 1)**

- a) To consider and approve the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2026, including:
  - i. The Annual Internal Audit Report;
  - ii. The Annual Governance Statement (Section 1);
  - iii. The Accounting Statements (Section 2);
- b) To consider the comments and recommendations of the Internal Auditor.
- c) To note that the PC has been requested to carry out an intermediate review.

It was **RESOLVED** to a) approve the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2026, including i. the Annual Internal Audit Report, ii. the Annual Governance Statement (Section 1), and iii. the Accounting Statements (Section 2); b) consider and note the comments and recommendations of the Internal Auditor; and c) note that the Parish Council has been requested to undertake an intermediate review.

**Proposer:** Cllr U Rice

**Seconder:** Cllr C Renshaw

**All in favour**

**26/73 Police:** To report on village matters (if in attendance) including any relevant community information. There were no police in attendance.

**26/74 Parish Council logo/emblem:** To receive a progress report on the design. Richard Morris had designed a few logos for the PC to review and approve.

It was **RESOLVED** to adopt the slate-grey version of the Parish Council logo as presented and to record the Council's thanks to Richard for his work in developing the design options.

**Proposer:** Cllr U Rice

**Seconder:** Cllr P Lowe

**All in favour**

**26/75 Grants:** To receive and approve grants that have been submitted. There were none received.

**26/76 Governance Documents.**

**Terms of Reference for Working Groups and the HR Committee:** To review the current Terms of Reference for all Working Groups, the HR Committee and to consider any proposed amendments or updates (**Folder 2**)

It was **RESOLVED** to review and approve the Terms of Reference for all Working Groups and the HR Committee, with no amendments required.

**26/77 Items to be added to the next agenda:**

- 1) The Common – Wetland
- 2) To discuss and agree actions going forward on the car parked at Longore

- 3) Update on Quiet Lanes, a new OCC initiative. Cllr P Lowe to lead on the update and provide the Clerk with wording of the item nearer to the meeting in July.

**26/78 Date of the next Full Council Meeting:** The date of the next full Parish Council meeting is Wednesday 1 July 2026 at 7.00 pm.

Meeting closed at 7.56 pm