

STONESFIELD PARISH COUNCIL

Minutes of the Full Council Meeting held at Stonesfield Village Hall on Wednesday 4 February 2026 at 7.00pm

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

Others present: The Clerk, OCC Cllr A Graham and WODC Cllr T Sumnor.

26/16 To receive and accept apologies for absence: There were none.

26/17 Public Participation: There were none.

26/18 Declarations of interest: There were none.

26/19 To approve the minutes of the meeting 7 January 2026: It was **RESOLVED** to approve and sign the minutes as a true record.

Proposer: Cllr U Rice

Seconder: Cllr C Renshaw

All in favour

26/20 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.

26/21 Actions Register: The action register was reviewed and updates noted.

26/22 Planning.

- a) **Planning Applications:** To note any planning application comments submitted between meetings under the Clerk's delegated authority and to consider and comment on any new applications.

New planning applications received:

1) 26/00023/HHD

Location: 7A Greenfield Road Stonesfield Witney Oxfordshire OX29 8EQ

Proposal: Erection of single storey front and rear extensions and a two-storey side extension

Comments: No objection

b) Planning Meeting: Combe Road / Manor site, Stonesfield

To consider and approve the draft Parish Council response prepared by Cllrs D Brown and P Lowe in relation to the Combe Road / Manor planning application; to agree any amendments; and to make arrangements for councillor attendance at the forthcoming planning meeting scheduled for February. The Council considered the position regarding the Parish Council response to the Combe Road / Manor planning application. An email update from Cllr Lowe was noted. It was confirmed that, although originally scheduled for February, the Planning Committee meeting is now expected to take place in March. Members agreed that a short (three-minute) verbal script will be prepared for delivery to the Planning Committee. This cannot be finalised until the Planning Officer's recommendation is known. **ACTION:** Cllr D Brown will speak on behalf of the Parish Council at the Planning Committee meeting and that Cllr D Brown will circulate a draft script to all members for comment in advance of the meeting.

26/23 To receive reports from County and District Councillors:

1. **OCC Cllr Andy Graham report:** Cllr A Graham provided an update on County matters, including:
 - Potholes (Judds Garage) resurfacing will be carried out in the next 3 months.
 - Duke of Marlborough Junction. Feasibility assessment to be carried out by April. Subject to the outcome of this work and the consultation period, the construction of the scheme would be funded from the 26–27 programme.
2. **WODC Cllr Genny Early report:** Cllr G Early provided an update on District matters, including: Cllr G Early was not present at the meeting and had sent her apologies.
3. **WODC Cllr Tim Sumner report:** Cllr T Sumnor provided an update on District matters, including:
 - Local Government Review Consultation: This is for communities and individuals who want to see progress on matters that affect them. Follow this link: [Proposals for local government reorganisation in Oxfordshire - GOV.UK](#)
 - Community First funding (up to £5,000) available for projects in the community. Follow this link: [Community First Oxfordshire - A community development and placemaking charity](#)
 - “Pub is the Hub” funding available for community pubs. Follow this link: <https://www.pubisthehub.org.uk/what-we-do/>

26/24 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.

26/25 Neighbourhood Plan.

Projects identified in the Neighbourhood Plan – footpaths: To consider whether the Parish Council wishes to progress the footpath improvement section referenced in the Neighbourhood Plan and, if so, to agree what action (if any) is to be taken and by whom.

The Council noted that the footpath improvement proposals referenced in the Neighbourhood Plan were discussed at the previous meeting under reports; however, no formal resolution was made regarding next steps. **ACTION:** The footpath improvements will be added to the Working Party’s list of actions and aspirations arising from the Neighbourhood Plan. In the meantime, the Clerk will send maps of the proposed new footpaths to Blenheim. Any specific proposals will be brought back to the Parish Council for approval at a future meeting.

26/26 Finance:

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

Gross Amount (£)	VAT Value (£)	Payee	Details
355.90		Pub Group	Approved Grant
250.00		Stonesfield PCC	Approved Grant
150.00		C Carruthers	RFO Feb 2026
204.96	34.16	Microshade VSM	Dec IT & Email hosting
348.84		OCC	LGPS Pension Jan 26
65.56		HMRC	PAYE/ NI Jan 26
Confidential		K Linnington	Clerks Salary
65.00		K Linnington	Clerks Monthly Expenses

b) Expenditure under the Clerk's delegated authority

The following expenditure was ratified: There were none to be ratified.

c) To approve the re-appointment of Kirsty Buttle as Internal Auditor for 2025/26.

It was **RESOLVED** to approve the ratification of payments, any expenditure under the Clerk's delegated authority (there were none) and the re-appointment of the Internal Auditor for 2025/26.

Proposer: Cllr C Renshaw

Seconder: Cllr P Lowe

All in favour

26/27 Policies.

Biodiversity Plan/Policy: (Paper 5) To discuss and approve the Biodiversity Plan completed by Cllr U Rice. It was agreed to add the draft Biodiversity Plan/Policy to the list of policies to be adopted at the May meeting.

26/28 Annual Parish Meeting: To set the date and time for the APM (This is a meeting for the residents, it is not a PC meeting). It was agreed to hold the meeting on the 6 May 2026 at 7.30 pm following the Annual Meeting of the Council which will take place at 7.00 pm.

26/29 Items to be added to the next agenda:

- 1) Neighbourhood Plan: Implementation (footpaths) and any other aspirations arising from the Neighbourhood Plan: Cllr P Lowe to liaise with the Clerk prior to the March meeting and update the Terms Of Reference for the NP working group.

26/30 Date of the next Full Council Meeting: The date of the next full Parish Council meeting is Wednesday 4 March 2026 at 7.00 pm.

Meeting closed at 7.44 pm