



**Minutes of the Full Council Meeting held at Stonesfield Village Hall on
Wednesday 2 September 2026 at 7.00pm**

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

Others present: 0 members of the public. OCC Cllr A Graham.

26/99 To receive and accept apologies for absence: There were none.

26/100 Public Participation: There were none.

26/101 Declarations of interest: All members declared interests in relation to the White Horse planning application, including connections with the relevant committee/shareholding. The interests were noted.

26/102 To approve the minutes of the meeting 1 July 2026: It was **RESOLVED** to approve the minutes and for the Chair to sign them as a true record.

Proposer: Cllr U Rice

Seconder: Cllr C Renshaw

All in favour

26/103 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.

Members agreed that the vacancy should be advertised again using more engaging wording and wider publicity, including consideration of publicity in The Slate.

Action: Cllr C Renshaw volunteered to draft a new advert.

26/104 Actions Register: The action register was reviewed and updates noted.

Members discussed the need to ensure older actions are followed through and closed.

Action: Clerk to review outstanding actions from earlier meetings and develop clearer status tracking for the Action Register and bring historic actions that have not been completed for various reasons back to a meeting to decide on the next steps.

26/105 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.

a) Planning application comments submitted between meetings: There were none.

b) New planning applications received:

26/01809/HHD

Location: Hartage Woodlands Rise Stonesfield Witney Oxfordshire OX29 8PL

Proposal: Conversion of attached garage into additional living space, with single storey rear extension and raising of roof height, and associated works

Comments: No objection

26/01539/FUL

Location: White Horse The Ridings Stonesfield Witney Oxfordshire OX29 8EA

Proposal: Reconfiguration works to create disabled persons wc and baby changing facilities together with an enlarged bar area. Erection of single storey dining extension to rear, new entrance porch and provision of an outdoor kitchen/bar. Associated works.

Comments: In Support

c) Manor Field: To receive any updates and to agree the next steps.

Cllr P. Lowe provided an update on the Manor Field planning application. She advised that a revised officer report had been submitted to the WODC Development Management Committee, recommending approval of the application at its meeting on Monday 7 September.

Cllr Lowe reported that the revised report now acknowledged the Stonesfield Neighbourhood Plan as a significant material consideration following its successful independent examination. However, she raised concerns that the report had considered Policy SEL4 relating to Local Green Spaces but had not given sufficient consideration to the remainder of the Neighbourhood Plan.

Further concerns were raised regarding the assessment of housing need and the fact that the Housing Needs Assessment (HNA) had not been taken into account, together with a number of other matters within the officer report.

It was **RESOLVED** that the Parish Council would be a party to a letter being prepared by John Ashmore on behalf of residents, drawing the Development Management Committee's attention to the concerns raised regarding the officer report. Authority was delegated to Cllrs D Brown and P Lowe to review and approve the final wording on behalf of the Parish Council prior to submission.

It was further **RESOLVED** that Richard Morris, Chair of the Neighbourhood Plan Working Group, would make the Parish Council's verbal representation at the Development Management Committee meeting on Monday 7 September.

Cllr P Lowe also updated Members on the Parish Council's previous complaint to WODC's Monitoring Officer regarding the June officer report. An acknowledgement had been received; however, despite the Clerk having followed this up on three occasions and the matter having been further escalated, a substantive response remained outstanding.

All in favour

26/106 To receive reports from County and District Councillors:

1. OCC Cllr A Graham report: Cllr A Graham provided an update on County matters, including:

- Mayoral Strategic Authority (MSA): An update was provided on proposals for a Mayoral Strategic Authority covering the Thames Valley area. The relevant council leaders had agreed the principle of an MSA to support investment, employment, skills and strategic infrastructure, including major roads and highways. The final geography remained to be confirmed, with a Government announcement anticipated and the MSA and mayoral election expected in 2028.
- An update was provided on the proposed new unitary authorities, with District and County Council functions transferring into the new structure. Services would transition over time rather than change immediately.
- Joint committees were expected to undertake the transitional work and establish the necessary governance arrangements.
- Parish councils would remain unchanged, although new arrangements for working with the unitary authority would need to be developed.
- Parish councils were encouraged to consider any assets, open spaces or community functions they might wish to take on, subject to appropriate resources and capacity. Stonesfield Parish Council was invited to identify any potential opportunities so these could be explored with officers.

- The Duke/highways: Progress was continuing, with consultation on the proposed design to follow. The scheme was budgeted for and anticipated to be delivered in 2027/28.

2. **WODC Cllr G Early report:** Cllr G Early was not in attendance and had sent apologies.

3. **WODC Cllr T Sumner report:** Cllr T Sumner was not in attendance and had sent apologies.

26/107 PC Working Groups:

a) **Working Groups Membership** - To appoint members to the Common Working Group to enable work to be carried out on behalf of the PC and the working group must meet f2f or online.

No appointments were made to the Common Working Group. It was noted that the work of the group continues to be undertaken by Richard Morris and volunteers.

b) **Reports** - To receive reports from those working groups that have met since the last Council meeting. There were none.

c) **Neighbourhood Plan**

- I. To receive an update following the examiner report. Cllr P. Lowe provided an update following receipt of the Examiner's Report. The Examiner had approved the Neighbourhood Plan to proceed, subject to the recommended amendments.

Richard Morris and Viv Kendall had incorporated the Examiner's amendments into a revised version of the Plan, which had involved a significant amount of work. WODC was reviewing the revised document and had identified two minor points: the addition of a missing word and a request to use the term "settlement boundary" rather than "building line", to ensure consistency with the WODC Local Plan. Members were advised that "settlement boundary" had also been the terminology originally used within the Neighbourhood Plan. WODC was expected to sign off the Plan on 16 September, after which it would proceed to referendum, to be organised by WODC.

- II. To receive information on the Draft West Oxfordshire Local Plan 2043 and approve delegation to the NP Working Group to draft a response (**Paper 2**). Members received an update regarding the Draft West Oxfordshire Local Plan 2043. It was **RESOLVED** to delegate authority to the Neighbourhood Plan Working Group to review the Draft Local Plan and prepare and submit a response on behalf of the Parish Council.

Proposer: Cllr U Rice

Seconder: Cllr C Renshaw

All in favour

26/108 Finance:

a) **Payments:** It was **RESOLVED** to approve and ratify payments (**Paper 3**) and expenditure under the Clerks delegated authority as listed below.

- I. Clerk's mobile phone - Giffgaff pay-as-you-go mobile phone credit (monthly) – £8.00

Gross Amount (£)	VAT Value (£)	Payee	Details
300.00		C Carruthers	RFO July & Aug 2026
214.85	35.81	Floteck Group	August IT & Email Hosting
214.85	35.81	Floteck Group	July IT & Email hosting
325.76		OCC	LGPS Pension August 26
65.76		HMRC	PAYE/NI August 26
283.50	47.25	Moore Stephens	External Auditor
300.48	50.08	WODC	Grass Cutting May 2026 Inv 33679957
22.04	3.67	Vision ICT	July 2025 Email hosting
65.56		HMRC	PAYE/NI July 26
348.83		OCC	LGPS July 2026
200.00		Kirsty Buttle	Internal Auditor
Confidential		K Linnington	Clerks Salary August
65.00		K Linnington	Clerks Monthly Expenses August

*** these items are for ratification paid in August 2026*

- b) Defibrillator Replacement Pads – Reimbursement:** To consider a request from the Parochial Church Council of Stonesfield for reimbursement of £64.19 for replacement defibrillator pads following the use of the defibrillator at St James' Centre in an emergency.
- c) Financial Monitoring and Internal Audit:** To receive and review the cashbook, bank reconciliation and budget monitoring report for July (Paper 4)
- d) Clerks Salary - NJC Pay Award 2026/27:** To note the agreed 3.3% NJC pay award for 2026/27, effective from 1 April 2026, and that the Clerk's salary will be adjusted accordingly and backdated to 1 April 2026.

It was **RESOLVED** to approve the ratification of payments and any expenditure under the Clerk's delegated authority to spend; to approve the reimbursement of £64.19 to the Parochial Church Council of Stonesfield for replacement defibrillator pads following the use of the defibrillator at St James' Centre in an emergency; and to note the agreed 3.3% NJC pay award for 2026/27, effective from 1 April 2026, with the Clerk's salary to be adjusted accordingly and backdated to 1 April 2026.

The cashbook, bank reconciliation and budget monitoring report for July (**Paper 4**) were reviewed. Members queried a description contained within the financial information which they were unable to identify, and which was believed to have been included in error. **Action:** The Clerk would liaise with the RFO to rectify this and recirculate the corrected financial reports to Members.

Proposer: Cllr U Rice

Seconder: Cllr C Renshaw

All in favour

26/109 Speeding and Traffic Concerns: To consider concerns raised by residents regarding speeding and traffic within the village and to consider any appropriate action, including:

- a) Woodstock Road:** Reports of vehicles exceeding the 20mph speed limit, including concerns regarding speeds recorded by the Speed Indicator Device and vehicles accelerating when entering and leaving the village.
- b) The Ridings:** Concerns regarding increased traffic volumes and vehicle speeds, particularly during the Charlbury Road closure and diversion, taking into account the single-track nature of the road, absence of pavements and pedestrian safety.

- c) **Quiet Lane:** To consider a resident's suggestion that the Council investigate whether The Ridings could be designated as a Quiet Lane and the process and suitability for doing so.
- d) **Community Speedwatch / Traffic Monitoring:** To consider whether a Community Speedwatch scheme, resident-led traffic survey or other speed/traffic monitoring measures could be introduced.
- e) **Thames Valley Police:** To receive any response regarding the concerns reported to Thames Valley Police and consider any recommendations or further action.

Members considered concerns raised by residents regarding speeding and increased traffic within the village, particularly on Woodstock Road and The Ridings. It was noted that the Parish Council had previously supported measures to address speeding, including the introduction of the 20mph speed limit and Speed Indicator Devices (SIDs). Members acknowledged residents' concerns but noted the limitations of the Parish Council's powers in relation to enforcement. Residents with evidence of speeding offences were encouraged to report these directly to Thames Valley Police. The Council remained neither in favour of nor against the proposed Quiet Lane designation at this stage and wished to receive further information before forming a view. Members would welcome the re-establishment of the Safer/Community Speedwatch Working Group; however, this would require greater community participation. It was suggested that a minimum of four volunteers would be required and it was noted that a budget was available to support the group.

Action: Residents who had raised concerns regarding speeding and traffic to be invited to volunteer to participate in the Safer/Community Speedwatch Working Group. Training is available along with equipment.

26/110 PC Land:

- a) **Longore** – Members discussed the ongoing issue of a vehicle being parked on Parish Council-owned land at Longore. It was noted that notices had previously been placed on the vehicle requesting its removal.

It was **RESOLVED** that the Parish Council would display further notices advising that the land is privately owned by the Parish Council and that parking is not permitted. It was also **RESOLVED** that legal advice would be sought on the Council's options for dealing with the continued unauthorised parking/trespass and the appropriate steps for enforcement.

ACTION: The PC to display further notices and seek legal advice on the appropriate course of action.

Proposer: Cllr U Rice

Seconder: Cllr C Renshaw

All in favour

26/111 Items to be added to the next agenda:

- 1) Budget preparation
- 2) Gras cutting in the village
- 3) Playgrounds

26/112 Date of the next Full Council Meeting: The date of the next full Parish Council meeting is Wednesday 7 October 2026 at 7.00 pm.

Meeting closed at 8.17 pm