Minutes of the Full Council Meeting held at Stonesfield Village Hall on Wednesday 7 October 2026 at 7.00pm

Attendees: Cllrs U Rice (Chair), C Renshaw (Vice Chair), L Bate and D Brown.
Others present: 2 members of the public. The Clerk (via videocall) OCC Cllr A Graham and WODC Cllrs G Early and T Sumner.

26/113 To receive and accept apologies for absence: Apologies were received and accepted from Cllr P Lowe.

26/114 Public Participation: There were none.

26/115 Declarations of interest: There were none.

26/115 To approve the minutes of the meeting 2 September 2026: It was **RESOLVED** to approve the minutes and for the Chair to sign them as a true record.

Proposer: Cllr C Renshaw Seconder: Cllr U Rice All in favour

26/116 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. Cllr C Renshaw confirmed that she had circulated draft notices via WhatsApp and was given delegated authority to proceed with sharing the vacancy notice.

26/117 Actions Register: The action register was reviewed and updates noted.
Members discussed the need to ensure older actions are followed through and closed.
The Clerk confirmed that work was ongoing to review outstanding actions from previous meetings, identify those not yet completed and improve the tracking of actions.
Action: Clerk to continue reviewing outstanding and historic actions and bring any requiring further decisions back to the Council.

26/118 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:** There were none.

c) **Manor Field - Potential Planning Appeal:** To consider and agree the Parish Council's arrangements for responding to any appeal against the refusal of the Manor Development planning application, including preparation of the Council's case, representation to the Planning Inspectorate regarding the appeal procedure, consideration of Rule 6 status if applicable, and responsibility for coordinating the Council's response.

It was **RESOLVED** to authorise the Neighbourhood Plan Working Group to prepare and coordinate the Parish Council's response in the event of an appeal against the refusal of the Manor Field planning application.

Proposer: Cllr U Rice Seconder: Cllr C Renshaw All in favour

26/119 To receive reports from County and District Councillors:

1. **OCC Cllr A Graham report**: Cllr A Graham provided an update on County matters, including:
   A government announcement on local government reorganisation was expected the following week, which should provide greater clarity on the future arrangements.

   Cllr A Graham also reported that Oxfordshire County Council and Woodstock Town Council had committed to delivering a new library in Woodstock. It was further reported that Oxford's temporary congestion charge had been replaced by traffic filters and that Botley Road had reopened.

2. **WODC Cllr G Early report:** Cllr G Early provided an update on District matters, including:
   A consultation on the WODC Local Plan 2043 was nearing its deadline. She highlighted the challenging Government housing targets but noted that the draft Plan contained a number of positive policies.

   She also outlined changes to national planning policy and the scheme of delegation, which would result in fewer planning applications being considered by Planning Committees. She expressed concern about the potential reduction in local democratic scrutiny and the importance of Parish Council and residents' input.

   Members discussed a forthcoming briefing on the planning changes.

   Action: Clerk to request a recording of the briefing for Councillors unable to attend.

3. **WODC Cllr T Sumner report:** Cllr T Sumner provided an update on District matters, including:
   He reported that WODC was keen to hear from young people about issues affecting them and encouraged the Parish Council to engage with the Council's Youth Officer. He also highlighted the availability of grants for arts, heritage and leisure projects, including potential funding for playground equipment.

   Cllr T Sumner emphasised the importance of Parish Councils in representing their communities and encouraged members to raise local concerns with their District Councillors.

   The Chair expressed the Council's thanks to Cllr T Sumner and all those involved in representing the village at the Manor Field Planning Committee meeting.

26/120 PC Working Groups:

a) **Working Groups and Volunteers:** To review and agree the governance arrangements for all Working Groups and/or volunteer groups, including their remit, membership, authority to carry out work on behalf of the PC, reporting arrangements and Councillor liaison and to approve the agreed arrangements and any necessary updates to the Terms of Reference. It was **RESOLVED** to retain the Neighbourhood Plan Working Group in a watching-brief capacity until April 2027 and to reduce the required Parish Council representation to one Councillor. **Action:** Clerk to update the relevant Terms of Reference.

   Proposer: Cllr U Rice Seconder: Cllr C Renshaw All in favour

b) **Neighbourhood Plan**

   I. **Reports:** To receive any general updates/reports.

   - **Charlbury Area Local Cycling and Walking Infrastructure Plan consultation**.
     Cllr P Lowe had sent a written report about the Charlbury Area Local Cycling and Walking Infrastructure Plan consultation. Members agreed to support it, particularly

improvements to the route connecting Charlbury and Stonesfield, which align with aspirations in the Neighbourhood Plan.
Action: Clerk to progress the matter and bring any necessary approvals back to the Council.

- **Common Working Group update**: Richard Morris (volunteer) reported that the ECP's digging machinery had been repaired and that a meeting was arranged to obtain a price for the proposed wetland and pond works on the Common. Cattle grazing was unlikely to take place this year.

II. **WODC Local Plan 2043: Regulation 19 Consultation**: To consider and approve the draft consultation response prepared by the NP Working Group following the action agreed at the previous meeting and to authorise the Clerk to submit the approved response to WODC by the 9 October deadline. Members considered the draft response and agreed with its contents. It was **RESOLVED** to approve the response and authorise the Clerk to submit it to WODC by the deadline. Proposer: Cllr U Rice Seconder: Cllr C Renshaw All in favour

III. **Neighbourhood Plan Referendum:** To consider the Parish Council's role and responsibilities in relation to the forthcoming referendum, including the role of the NPSG and any associated expenditure. Members noted that the referendum would take place at Stonesfield Village Hall from 7.00 am to 10.00 pm. Councillors were reminded that any campaigning must be undertaken in a personal capacity, without using Parish Council resources. Members discussed providing factual, impartial information to residents about the Neighbourhood Plan. No expenditure or publicity wording was formally approved. **Action**: Clerk to clarify the rules on Parish Council referendum publicity and have any draft publications checked. Members to contribute to factual information for The Slate, subject to that clarification.

26/121 Finance:

a) **Payments:** It was **RESOLVED** to approve and ratify payments **(Paper 2)** 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
150.00		C Carruthers	RFO Sept 2026
214.85	35.81	Floteck Group	Sept IT & Email Hosting
398.00		OCC	LGPS Pension Sep 26
65.56		HMRC	PAYE/NI Sept 26
1126.23	204.37	WODC	Grass Cutting Jun & Jul 2026
27.50		D Brown	Poppy Appeal reimbursement
576.05		Gallagher Insurance	Annual Insurance
64.19	10.70	Parochial Church Council of Stonesfield	Defib Pads reimbursement
32.20		Stonesfield Village Hall	Room Hire
200.00		Vanbourgh Trust (Blenheim)	Allotment Rent
Confidential		K Linnington	Clerks Salary September
65.00		K Linnington	Clerks Monthly Expenses September

b) **Financial Monitoring and Internal Audit:** To receive and review the cashbook, bank reconciliation and budget monitoring report for September **(Paper 3)**

c) **Insurance:** To approve the renewal of the Parish Council's Community Insurance policy with Hiscox Insurance Company Limited at an annual premium of £576.05 **(Paper 4)**

d) **Budget Preparation 2027/28:** To commence consideration of the Parish Council's budget requirements and priorities for 2027/28, ahead of formal approval of the budget in November/ December **(Paper 5) –**

Members reviewed the payments (Paper 2), September financial monitoring reports (Paper 3) and Hiscox insurance renewal at £576.05 (Paper 4). In considering the 2027/28 budget (Paper 5), members discussed a potential precept increase of 7–7.5%, provision for legal advice concerning Parish Council land, increased grass-cutting costs due to fire risks during dry weather and retaining provision for community speed-watch volunteers. These matters would be considered further during budget preparation. It was **RESOLVED** to approve and ratify the payments and expenditure under the Clerk's delegated authority.

Proposer: Cllr U Rice Seconder: Cllr C Renshaw All in favour

26/122 PC Land.
Car parked on PC land on Longore: To receive an update on the actions agreed at the previous meeting regarding signage and legal advice and to consider any further action required. The Clerk provided an update on obtaining legal advice concerning a vehicle parked on Parish Council-owned land. The estimated cost was £1,500–£2,500 plus VAT, covering examination of title documents, a site inspection and written advice on the Council's legal options. As the vehicle had since been removed, members agreed to defer instructing solicitors unless the issue recurred.
It was **RESOLVED** to approve the proposed basis of instruction but not to proceed at this stage.

Proposer: Cllr U Rice Seconder: Cllr c Renshaw All in favour

26/123 Playground – Safety Update: Cllr C Renshaw to provide an update following the temporary closure of the playground due to safety concerns and its subsequent reopening. Cllr C Renshaw reported that urgent safety repairs had been completed and equipment that could not be repaired had been removed. The playground had reopened, although further maintenance and improvements would be required. Members noted the update.

26/124 Police: To report on village matters (if in attendance) including any relevant community information. The police were not in attendance.

26/125 Items to be added to the next agenda:
1. Budget preparation 2027/28
2. Council land: car parked on Longore.

26/126 Date of the next Full Council Meeting: The date of the next full Parish Council meeting is Wednesday 4 November 2026 at 7.00 pm.

Meeting closed at 8.04 pm