

## SOUTH NEWINGTON PARISH COUNCIL

Minutes of an Annual Parish Council Meeting

Held on Tuesday 5<sup>th</sup> May 2026 at 8pm

In the Village Hall, Barford Road

### **Present:**

Councillors: Vanessa Doyle (Chair), Stephan Lucks, Graham Smith and Sarah Wilson-Medhurst

Mrs Christine Coles (Parish Clerk), County Cllr G Epps and five villagers

### **26/23. Elections**

#### *Election of Chair and signing of Acceptance of Office form*

It was proposed by Cllr Wilson-Medhurst that Cllr Doyle be Chair and seconded by Cllr Lucks. She signed the acceptance of office form.

#### *Election of Vice-Chair*

It was proposed by Cllr Wilson-Medhurst that Cllr Lucks be Vice-Chair and seconded by Cllr Smith.

### **26/24. To receive apologies for absence**

Cllr Rapp (work) and District Cllr D Rogers (work)

### **26/25. To receive Declarations of Interest under the Council's Code of Conduct relating to business on the agenda**

No interests were declared.

### **26/26. To approve the minutes of the meeting held on 10<sup>th</sup> March 2026**

The minutes were approved and signed as a true record of the meeting.

### **26/27. To receive an update on progress from the previous Minutes – The Chair/Clerk will report on progress of outstanding items which do not require further decision**

The sign for Pocket Park has been put in place.

### **26/28. To receive reports from the County Councillor and District Councillor**

Cllr Epps reported a lot of work going on around Heyford Park. The rural transport plan will cover north of Cherwell. There continues to be drainage issues and Highways are working through the backlog. Cllr Epps is chasing. Some major roads are being repaired.

The report from Cllr Rogers had been circulated. The main points included, Planning, LGR, Devolution, Heyford Park funding, Greater Oxford Development corporation, Oxford Growth Commission interim report, Planning support for parishes, LGA/ADPH Annual Public Health Conference, LGA – Councillors Forum, OCC – Joint Health and Overview Committee, CDC – Overview and Scrutiny, Whats coming up in April. The full report can be read on the village website [www.southnewington.com](http://www.southnewington.com).

### **26/29. Governance**

- *To review and adopt Model Standing Orders 2025.*

The current Standing Orders are out of date. It was agreed to adopt the Model Standing Orders 2025.

*Action: The Parish Clerk to place the latest model on the website.*

Signed

Dated 30<sup>th</sup> June 2026

- *To review and adopt Model Financial Regulations 2024.*  
The current Financial Regulations are out of date. It was agreed to adopt the Model Financial Regulations 2024.  
*Action: The Parish Clerk to place the latest model on the website.*
- *To confirm eligibility to use the General Power of Competence and consider adoption*  
The meeting was informed that with the Clerk holding a recognised professional qualification (Certificate in Local Council Administration) and the Council meeting the electoral mandate of having at least two thirds of the council elected, the Parish Council is eligible to use the General Power of Competence. Resolved - that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965. The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, the council adopts the General Power of Competence from 5<sup>th</sup> May 2026 until the next relevant Annual Meeting of the Council. Proposed by the Chair and seconded by Cllr Smith.

**26/30. AGAR for year ending 31<sup>st</sup> March 2026**

The internal audit has taken place and all documents had been circulated.

- *To approve and sign the Certificate of Exemption.* It was agreed to approve the Certificate of Exemption. It was signed by the Chair and Parish Clerk.
- *To approve and sign Section 1.* It was agreed to approve Section 1. It was signed by the Chair and Parish Clerk.
- *To approve and sign Section 2.* It was agreed to approve Section 2. The form was signed by the Chair and Parish Clerk.

*Action: The Parish Clerk to forward the Certificate of Exemption to the External auditor and put all the documents on the website before 30<sup>th</sup> June 2026.*

**26/30. To discuss a new bench for the breadline project food donations**

The new bench has been made and everyone agreed it is attractive.

**26/31. To discuss road safety on the A361**

There has been another accident outside the pub. The pub has been hit six times over the last few years. Different traffic calming suggestions have been discussed in the past and any work would have to be funded by the Parish Council. Community Speedwatch is effective in other villages and more research is needed.

*Action: The Parish Clerk to look at costs for new VAS signs and liaise with Cllr Epps who may be able to contribute from his Councillor Priority Fund.*

**26/32. To discuss field disruption on the A361**

There is activity taking place on three fields close to the A361 at the bottom of the hill near the pumping station. They have all been reported to CDC Enforcement.

*Action: The Parish Clerk to chase Enforcement.*

**26/32. To discuss storage for flower show items and the suggestion to use the Poleaxe**

The flower show items are currently being stored in a temporary barn. A long term solution is needed. The suggestion to place a storage container on the Poleaxe was not felt to be a good idea. It will impact close neighbours and might get broken into. It is hoped that more storage could be included in the village hall development plan.

*Action: The Parish Clerk to reply to the Flower Show Committee.*

**26/33. To receive an update on the underground work by National Grid**

Work has now started in Church Lane. A plan has been forwarded by National Grid and a timeline with estimated completion being the end of July. National Grid are still waiting for a few permits to be granted but this project is progressing. The Parish Council will continue to report on new updates to the programme.

Signed

Dated 30<sup>th</sup> June 2026

**26/34. To receive the Clerk's Report – circulated**

**Planning**

- 26/00827/LB, Replacement of two Victorian metal windows to the south elevation and one early 20th Century wooden window to the east elevation with wooden windows in the same style, size and shape at South Newington House. It was agreed to reply no comment.
- 26/00981/TCA, T1 Robina – Fell, T2 Robina – Fell at The Old Vicarage, High Street. It was agreed to reply no comment.

**Finance**

*The following payments were approved under statutory powers:*

- £72.00 to Community Heartbeat Trust (Solutions) Ltd (emergency phone)
- £151.01 to Cherwell District Council (Dog bin emptying)
- £41.10 to Rydall Comms (website maintenance April)
- £41.10 to Rydall Comms (website maintenance May)
- £41.10 to Rydall Comms (website maintenance June)
- £41.10 to Rydall Comms (website maintenance July)
- £475.00 to South Newington Village Hall (donation)
- £475.00 to PCC (donation)
- £52.00 to ICO (Data protection registration)
- £697.11 to Zurich Insurance (insurance renewal)
- £50.00 to OPFA (membership)
- £35.00 to Community First (membership)
- £170.00 to R M Fletcher (internal audit)

**Correspondence**

- Highways, Road closure on Church Lane, South Newington 5<sup>th</sup> to 15<sup>th</sup> May. Noted.
- Highways, Road closure and No Waiting at Middle Aston, A4260 Duns Tew Duals 30<sup>th</sup> May to 3rd June. Noted.
- Highways, Road closure on Mill Lane, Wigginton Road 1<sup>st</sup> to 2<sup>nd</sup> July. Noted.
- Local road closures to 9<sup>th</sup> August (due to the laying of cabling to supply electric to the new houses behind Banbury Rugby Club). Noted
- Cllr Rogers, Oxford Strategic Rail Freight Interchange at Ardley. Noted.
- Adderbury Parish Council, Adderbury Neighbourhood Plan 2025-2042 - Regulation 14 Consultation. Noted.

**26/35. To receive Councillors Reports**

There were no reports to discuss.

**26/36. Public participation session**

A villager asked if there was an update on a weight limit for the village. The Parish Clerk did contact OCC and they replied to say that other local studies are taking place and they will look at other pinch points once these studies are complete. Milcombe has a new HGV sign and there is new signage north of Henley.

*Action: The Parish Clerk to contact Cllr Epps for further advice as other signage has been seen elsewhere.*

Overhanging vegetation along Tink-a-Tank was discussed as it is affecting people walking along the footpath.

*Action: The Parish Clerk to contact the owners of the properties bordering Tink-a-Tank and ask them to cut it back.*

Dog mess continues to be a problem on footpaths. The dog bin in a field off Sands Lane is often overflowing. Usage and emptying will be monitored.

*Action: A reminder to be sent out via the village email.*

A review of all equipment on the Poleaxe will be discussed at the next meeting.

The waste bin by College Farm will be monitored including the emptying.

The Chair noted she would be resigning with immediate effect.

*Action: The Parish Clerk to notify Cherwell District Council and a vacancy notice will be displayed.*

**26/37. To note next meeting date and time**

Tuesday 30<sup>th</sup> June 2026 at 7.30pm

There being no other business the meeting closed at 8.35pm.

Signed

Dated 30<sup>th</sup> June 2026

DRAFT