



## Full Parish Council Meeting Meeting Minutes for Monday, July 7, 2025.

**Present:** Alison Sercombe, Toby Newman, Richard Street, Peter Ramsdale, Richard Barrett, Andrew Cooper, Paul Gregory, Paul Willmott, Lucy Thomas, Daniel Masters

**Officer:** Ast Clerk

**Members of the Public:** 4

**The meeting opening at 19:30 and closed at 21:43**

	<b>Item</b>	<b>Action</b>
<b>#49/25-26</b>	<b>APOLOGIES FOR ABSENCE</b>  Apologies received from Cllr Shepherd were accepted and approved.	
<b>#50/25-26</b>	<b>DECLARATIONS OF INTEREST</b> Cllr Willmott and Cllr Ramsdale for Wheatley Playing Fields Trust and Wheatley Rugby Club- item #62 viii. Cllr Newman & Cllr Thomas- Wheatley Park School Cllr Sercombe- Howe Trust- item #62 iii Cllr Barrett- The Merry Bells Committee #62 v	
<b>#51/25-26</b>	<b>TO CO-OPT TO FILL FOUR VACANCIES (Local Government Act 1972 s82)</b> 1 interested candidate, more information provided to them and agreed to meet with Cllr Sercombe to discuss commitments ready for consideration at next Full Council meeting in Sept.	
<b>#52/25-26</b>	<b>TO RECEIVE MINUTES</b> From Parish Council meeting held on <b>2nd June 2025</b> – previously circulated. Were approved by the Council and duly signed by the Chairman as a true record of the meeting.	
<b>#53/25-26</b>	<b>TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS</b> From Parish Council meeting held on <b>2nd June 2025</b> – previously circulated  i. VAS updates to 20mph. Emails have been sent on the 02/06/2025 to both companies who have supplied the signs. Replies have confirmed signs can not be adapted for new 20mph so new devices will be needed.	

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**#54/25-26 PUBLIC PARTICIPATION & PUBLIC QUESTIONS (maximum of 30mins in total and 5mins per person) Open 19.35pm, Close 19.52pm**

Q- Parking outside the Primary School- more needs to be done to address it- to add to the Traffic working Group.

Q- Change VAS to Smiley face one- Agenda item later

Q- Move salt bin to path outside Coop- this would block the path

Q- Are weight restrictions being enforced by OCC, Trading Standards- Yes, chase personal reports for updates

Q- Will the village consider a low traffic neighbourhood? to add to the Traffic working Group

Q- Roman Rd outside vets, two cars can't pass. Can this be addressed? to add to the Traffic working Group

**#55/25-26 TO RECEIVE AN UPDATE FROM OFFICERS And includes**

- i. Newsletter deadline- Thursday 10th July 2025
- ii. AGAR submitted and confirmation of receipt from External Auditors- now to upload data to WPC website
- iii. Littleworth Allotments- vacant plot, signage, boundary marking
- iv. Annual Play area inspections taking place this month by Rospa Play Safety
- v. London Rd Willow trees cut by Oxford County Council due to overhanging the road, land ownership being investigated
- vi. Meeting being arranged with Tree Surgeon to discuss outstanding items and future quotes/ work.
- vii. Antisocial/ Criminal Behaviour- increased incidents in the village. Residents are encouraged to report all incidents to the Police.
- viii. Parking on Littleworth Green
- ix. Littleworth SOHA flats parking- onsite meeting with SOHA
- x. National Grid- Overhead line refurbishment. Awaiting confirmation of work status.
- xi. Lagan Homes- Miss Toms Field Archaeology digs from 14<sup>th</sup> July
- xii. Wheatley Primary hedge overgrown on footpath. The school have been contacted to ask for it to be cut. Same issue last year.

**#56/25-26 TO DISCUSS RECENT/UPCOMING COUNCIL EVENTS, COMMUNITY ENGAGEMENT ACTIVITIES**

- i. Wheatley Artisan Market- Sat 13th September 2025, 9am-1pm. Planning

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- ii. Wheatley Christmas Fair- Friday 28th November 2025, 2pm-8pm. Planning.
- iii. Oxfordshire Play Association Youth sessions- Tues 29th & Thus 31st July 12pm-3pm.
- iv. Councillor Development Day- propose Saturday 11th October 2025 9am-3pm, Mulberry Room, Ast Clerk to book

**#57/25-26 TO RECEIVE A REPORT FROM COUNTY COUNCILLOR- CLLR BEARDER**

Cllr Bearder gave a verbal update.

Is aware that items being discussed have been long standing items which would need some Parish Council support to County Council.

Cllr Sercombe advised that this can be discussed at the next Cllr Development Day in October.

Parking Enforcement- is going out to tender (5 year Tender) and is being discussed next week (Tuesday, Full County Cabinet 2pm) at County Council. You can register to speak.

21<sup>st</sup> June Freddie van Mierlo, MP meeting DVLA to discuss abandoned cars with his area, which may help with Littleworth.

Q- Cllr Sercombe, Can Parish Councils financially support Traffic Wardens. No this is not possible as it is Highways land where the enforcement is needed. Parish Councils can only enforce on their own land.

Q- Cllr Masters, Ladder Hill road resurfacing still needs doing. It's not being managed within this Financial year. The link for this information will be supplied to the Ast Clerk.

Q- Cllr Masters, Foliage still needs to be cut on the A40 for signage visibility.

Concerns need to be raised on FixMyStreet.

Q- Cllr Thomas, Holton Flyover repair update.

No update, but will be followed up

Q- Cllr Newman, A40 cycle track, always have to report every Spring and Summer. It should be scheduled work not reported each year.

Q- Cllr Newman, A40 gate, still being used by unauthorised vehicles. Will raise again

**#58/25-26 TO RECEIVE A REPORT FROM SODC DISTRICT COUNCILLOR- CLLR RAMSDALE**

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Cllr Ramsdale gave a verbal update.

Oxford Brookes- off site road improvement being discussed, S106 money- talks to discuss usage.

Littleworth- Environmental Health are looking at issues.

Littleworth, Parking on the corner, lines need repainting.

Church Rd parking, lines will be painted Church side to stop parking, and also the relining outside the shops.

Q- Cllr Masters, £20m released for housing but houses are still unaffordable. How can you ensure houses are affordable? Does this money need to be spent on housing?

Q- SODC carpark signage has still not been updated, reported several years ago. The signage is completely white (opposite the carpark, outside Turners, opposite Friday Lane). It was reported many years ago on FixMyStreet, highlighted to SODC parking team again several times but needs another reminder. Clerk has emailed the previous email thread to Cllr Ramsdale.

**#59/25-26 TO CONSIDER RESPONSES TO CONSULTATIONS**

- i. [Oxford Congestion Charge](#) consultation- respond individually not as a Parish Council. Has already been shared on the Wheatley Village Facebook page for residents awareness
- ii. [Household Waste & Recycling Centres](#)- To be shared on the Wheatley Village Facebook page for residents awareness

**#60/25-26 TO APPROVE CORE DOCUMENTS**

- i. WhatsApp communication to be added to the Communications Policy for internal communication- voted and approved

**#61/25-26 TO RECEIVE UPDATE/MINUTES AND ACTIONS FROM:**

- i. Finance Committee – 16.06.2025, next meeting 20.10.2025  
Investment schemes being looked at and to be discussed at next Finance Committee.
- ii. Open Spaces Committee –19.05.2025, next meeting 21.07.2025  
Vandalism at Cullum Rec, markers on Littleworth Green.
- iii. Planning Committee – 11.06.2025, next meeting 09.07.2025
- iv. Staffing Committee – 21.05.2025, next meeting TBC.
- v. Littleworth Playing Fields Working Group –no meeting  
Solicitors are ongoing with the project. Fencing quotes being updated.

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- vi. Oxford Brookes Development Working Group - no meeting
- vii. Traffic Working Group – 24.03.2025, next meeting early Sept, TBC. 20mph from Holton Bridge to Wheatley Park being approved.
- viii. Wheatley Neighbourhood Plan Working Group- 04.06.2025, next meeting 23.07.2025.
- ix. Littleworth Apron Working Group- 27.03.2025, next meeting TBC.

**#62/25-26 TO RECEIVE UPDATES/REPORTS FROM:**

- i. Community Larder- Cllr Willmott. Continuing weekly
- ii. Good Neighbour Scheme– continuing
- iii. Howe Trust- Cllr Sercombe. The memorial garden area is going to be audited for maintenance. No news on the barbed wire. New laid hedge needs weeding.
- iv. Maple Tree Centre– no update received
- v. Merry Bells Management Committee- Cllr Barrett. All public spaces being decorated in August, dates to be provided. ANPR being installed in the carpark to enforce the 2-hour parking. Chair is looking to stand down, and so tasks are looking to be allocated out, new members welcome.
- vi. Thames Valley Police- Quarterly meeting held 20.07.2025. An Environmental Visual Audit being organised.
- vii. Wheatley Charities – no update received
- viii. Wheatley Playing Field Trust – Pavilion Survey circulated, meeting being arranged with Trustees and WPC. Cllr Ramsdale to be reconfirmed as a Parish Council representative- agreed Walking football suspended until the 5<sup>th</sup> Sept, 3pm- a post for Facebook to be created
- ix. Wheatley Windmill Preservation Trust- Cllr Sercombe. Next Open Day Sunday 13<sup>th</sup> July 2025.
- x. Flooding Group- Flood Wardens, thought needs to be given on this role and how it would work with the Parish Council. This needs to be added to the Emergency Plan.

**#63/25-26 CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION**

- i. Shotover Preservation Society AGM- Weds 18th June 2025
- ii. OALC newsletter & training sessions- Talking Tables Friday 18th July 2025 10am-4.30pm in Wootton.
- iii. Matthew Barber- Police & Crime Commissioner updates Cllr Sercombe to email Mr Barber with concerns of the sizes of police areas and staff allocation.

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- iv. SODC updates- Let's Rethink bulky waste, Culture Strategy, Local government reorganisation event (Monday 14th July 4pm-6pm, 1 rep per Council), Haseley Trading Estate vehicle depot- Planning application, Culture & Heritage Network Event.
- v. NALC Updates
- vi. Healthwatch Oxfordshire Briefings
- vii. Freddie van Mierlo, MP (Henley & Thame) Wheatley Flooding media release

**#64/25-26 ITEMS FOR INFORMATION**

**#65/25-26 DATE OF NEXT MEETING** Monday 1st Sept 2025

**#66/25-26 TO RESOLVE TO EXCLUDE THE PUBLIC AND PRESS DUE TO THE CONFIDENTIAL NATURE OF ITEMS TO BE DISCUSSED (Openness of Local Government Regulations 2014)**

Proposed by Cllr Sercombe, seconded by Cllr Gregory and approved by members.

21.26- Proposed by Cllr Barrett to suspend standing orders to continue the meeting pass the 2 hours limit. Seconded by Cllr Sercombe and approved by members.

**#67/25-26 TO CONSIDER QUOTES FOR VEHICLE ACTIVATED SIGNS (VAS)**

Suspend the decision until Sept Full Council meeting  
Turn current ones off? Ast Clerk to investigate

**#68/25-26 TO RECEIVE AN UPDATE ON RECRUITMENT FOR A NEW CLERK/ RFO**

2 votes to appoint second candidate

6 votes to go back out to advertising- motion passed

Cllr Barrett disappointed that the Staffing Committee recommendation of appointing second candidate has been ignored.