



Full Parish Council Meeting Meeting Minutes for Monday, November 3, 2025.

Present: Alison Sercombe, Richard Barrett, Paul Willmott, Anthony Shepherd, Lucy Thomas, Fay Fox, John Wolstenholme

Officers: Clerk & Asst Clerk

Members of the Public/ Online:2/ 0

The meeting opening at 19:30 and closed at 21:05

	Item	Action
#108/25-26	APOLOGIES FOR ABSENCE Cllrs Gregory, Brooks, Street, Ramsdale & Newman. Were noted and accepted. Cllr Cooper absent.	
#109/25-26	DECLARATIONS OF INTEREST Cllr Willmott and Cllr Ramsdale for Wheatley Playing Fields Trust and Wheatley Rugby Club- item #121 ix Cllr Shepherd for Wheatley Playing Fields Trust #121 ix Cllr Newman & Cllr Thomas- Wheatley Park School Cllr Barrett & Cllr Fox- The Merry Bells committee- item #121 vi Cllr Sercombe- Wheatley Windmill Preservation Trust- item #121 xi	
#110/25-26	TO CO-OPT TO FILL TWO VACANCIES (Local Government Act 1972 s82) No applications received	
#111/25-26	TO RECEIVE MINUTES From Parish Council meeting held on 6th October 2025 – previously circulated. Were approved by the Council and duly signed by the Chairman as a true record of the meeting	
#112/25-26	TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS From Parish Council meeting held on 6th October 2025 – previously circulated <ol style="list-style-type: none">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. Quotes still being soughtii. Tree work- meeting held with Tree Surgeon to discuss work needed, Tree Register being updated to establish what needs surveyingiii. Cooper Close land, potential storage area, still to be investigatediv. Littleworth Allotments- new contract to be drafted	

#113/25-26 PUBLIC PARTICIPATION & PUBLIC QUESTIONS (maximum of 30mins in total and 5mins per person) Start 19.35 Finish 19.43

Flooding- SODC engineers have completed modelling on the structures (bridges over stream) in houses from Crown Sq through Crown Rd, but it has come back that this is not causing any issues.

The trash rack in Shotover Estate, has been confirmed to be kept as is, but if build up is more than Shotover Estate should clear it.

High St culvert investigations are continuing this week and we will await the report.

Old London Rd resident- manhole in garden had blown off in the 2024 floods which suggests an issue further down which needs addressing. Roger to highlight to the engineers.

#114/25-26 TO RECEIVE AN UPDATE FROM OFFICERS And includes

- i. Newsletter Dec/ Jan deadline- Thursday 6th November 2025, earlier due to the Christmas Fair
- ii. St Mary's Close, SOHA Housing overgrown hedge on footpath. Asst Clerk to email asking if a green barrier can be installed behind the fence.
- iii. Littleworth Allotments- new contract still to draft
- iv. Grounds Team been off sick so limited work has been completed outside
- v. Tool marking completed with Thames Valley Police and registered
- vi. Antisocial/ Criminal Behaviour- Residents are encouraged to report all incidents to the Police. Environmental Visual Audit draft is being revised
- vii. Parking on Littleworth Apron- work continuing with DVLA/ SODC/ OCC
- viii. Winter Preparedness- salt ordered and due for delivery by the end of Oct
- ix. Kelham/ Farm Close Alley, OCC to clear the pipes behind the flats, of roots and silt, which will prevent flooding in the alley. TBC
- x. Community Speed Watch, pass to Cllr Ramsdale for Traffic Working Group
- xi. Proposal to close the Parish office from Monday 22nd Dec 2025- Sunday 4th January 2026, approved
- xii. Interim Internal Audit booked for 25.11.2025
- xiii. PAT testing booked for 04.11.2025

#115/25-26 TO DISCUSS RECENT/UPCOMING COUNCIL EVENTS, COMMUNITY ENGAGEMENT ACTIVITIES

- i. Wheatley Christmas Fair- Friday 28th November 2025, 2pm-8pm. Planning.

- ii. Remembrance service request from RBL Branch for service in Memorial Gardens, Clerk approved. Church Service 3pm, Cllrs asked to attend
- iii. Wellford Gardens Christmas Quiz, Clerk has booked a table

#116/25-26 TO RECEIVE A REPORT FROM COUNTY COUNCILLOR- CLLR BEARDER

Flooding- Have emailed the team for an update

Congestion Charge- now live. £11k paid so far. Park & Ride, free bus journey with car parking ticket.

Local Plan- District Plan being discussed

Unitary Oxford- work continuing to communicate the proposals

OCC now have the power to remove untaxed vehicles on public Highways

#117/25-26 TO RECEIVE A REPORT FROM SODC DISTRICT COUNCILLOR- CLLR RAMSDALE, absent so Cllr Sercombe gave in his absence

18th Nov- Call booked to discuss attenuation ponds

Block drains have been reported to Highways scheme team

Environmental Health- still chasing to support with Littleworth Industrial Estate concerns

Cllr Community Grant- Deadline Friday 5th Dec 2025, 12pm

Traffic Working Group- Still awaiting lines to be repainted outside the shops and Church Rd, Church side, lines all along

S106- Oxford Brookes, could be renegotiated if the developers are willing to do so. A sports development plan will be written by Wheatley Playing Fields Trust for the Parish Council to approve & own, which will support this process if needed

#118/25-26 TO CONSIDER RESPONSES TO CONSULTATIONS

- i. A40 Eastbound Layby (Forest Hill) proposed experimental closure, deadline 31.10.2025- responded 29.10.2025

#119/25-26 TO APPROVE BUDGET FOR 2026-2027

Proposing no change to precept for 2026-2027

£30k overspend vs income, money to be pulled from Reserves.

Youth Support to be removed but can be added to reserves if funds are available from 2025-2026. Grants can be applied for as needed.

Following the above changes the Budget for 2026-2027 was unanimously approved.

#120/25-26 TO APPROVE CORE DOCUMENTS

- i. Financial Regulations 2025. Approved
- ii. IT Policy. Cllr Willmott to meet with Locum Clerk to discuss amendments and present at December Full Council meeting

#121/25-26 TO RECEIVE UPDATE/MINUTES AND ACTIONS FROM:

- i. Finance Committee – 20.10.2025, next meeting 15.12.2025
- ii. Open Spaces Committee –15.09.2025, next meeting 17.11.2025
Howe memorial tree clearance Sat 8th Nov
- iii. Planning Committee – 08.10.2025, next meeting 12.11.2025
- iv. Staffing Committee – 25.09.2025, next meeting TBC
- v. Littleworth Playing Fields Working Group –no meeting
- vi. Oxford Brookes Development Working Group - no meeting
- vii. Traffic Working Group – 23.09.2025, next meeting TBC
- viii. Wheatley Neighbourhood Plan Working Group- 15.10.2025, next meeting 13.11.2025
- ix. Littleworth Apron Working Group- 27.03.2025, next meeting TBC

#122/25-26 TO RECEIVE UPDATES/REPORTS FROM:

- i. Community Larder- Cllr Willmott
- ii. Flooding Group/ Actions- Flood Wardens (Cllr Ramsdale is organising a meeting with the Flooding Group to progress)
- iii. Good Neighbour Scheme– no update received
- iv. Howe Trust- Two co-optative vacancies to be filled
- v. Maple Tree Centre– no update received
- vi. Merry Bells Management Committee- Cllr Barrett
Enforcement of car parking restrictions are now live, following an unfortunate start. All incorrect fines have been cancelled, and people should get apology letters from the carpark management company. A request has been made to increase the parking to 3 hours to the management company, TBC. CCTV is now in place.
- vii. Thames Valley Police- Quarterly meeting held 03.10.2025
- viii. Wheatley Charities – no update received
- ix. Wheatley Playing Field Trust – gas boiler serviced, fire safety inspections completed, Structural Engineer survey completed and awaiting the final report.
- x. Wheatley Ukraine Refugee Group- no update received
- xi. Wheatley Windmill Preservation Trust- Cllr Sercombe. Open Days finished for 2025. 2026- Anniversary of the Preservation Trust, an exhibition is being organised.

#123/25-26 CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION

- i. SODC updates- Food & Warmth Grant, Local Plan, Digital CCTV, Park Sports Centre Solar panels, Net Zero, Equality & Diversity Roadshow, Community Grants Deadline 12pm Friday 5th December 2025
- ii. Oxford County Council Updates- Current campaigns, Enforcement of untaxed vehicles
- iii. NALC Updates
- iv. OALC Newsletter
- v. Healthwatch Oxfordshire Briefings
- vi. Matthew Barber- Police & Crime Commissioner updates
- vii. Thames Valley Police- British Sign Language for 101 calls, Scam Alert- Payment Diversion, Road Safety Data
- viii. Community First AGM, Thursday 6th Nov 10am-11.30am, Zoom
- ix. Emergency Exercise volunteers- Oxfordshire County Council, Thursday 13th Nov 10am-2.30pm, Kings Centre
- x. SODC Street cleanliness survey- Clerk to respond
- xi. Oxfordshire Mind Councillor training
- xii. WPC newsletter Editor resignation- Clerk & Asst Clerk to advertise
- xiii. Allocated New Councillors to Committees- approved (Cllr Fox- Planning, Cllrs Brooks & Wolstenholme- Open Spaces)

#124/25-26 ITEMS FOR INFORMATION

Cllr Sercombe- Teams meeting scheduled with Grants panel from SODC for the Grant application for Church Road rec refurb

#125/25-26 DATE OF NEXT MEETING Monday 1st December 2025

#126/25-26 TO RESOLVE TO EXCLUDE THE PUBLIC AND PRESS DUE TO THE CONFIDENTIAL NATURE OF ITEMS TO BE DISCUSSED (Openness of Local Government Regulations 2014) Approved Start 21.00

#127/25-26 TO CONSIDER QUOTES FOR AMBROSE RISE DITCH CLEARANCE

Approved Tactical Facilities Mgt Ltd quote (£540 inc VAT) based on confirmation of the following- Asst Clerk to email asking for confirmation of their Green Waste Carrier License and cost of each additional Kg weight charge.