



## Full Parish Council Meeting Meeting Minutes for Monday, December 1, 2025.

**Present:** Alison Sercombe, Toby Newman, Richard Street, Peter Ramsdale, Richard Barrett, Paul Gregory, Paul Willmott, Anthony Shepherd, Lucy Thomas, Fay Fox, John Wolstenholme

**Officer:** Asst Clerk

**Members of the Public/ Online:** 3/0

**The meeting opening at 19:30 and closed at 21:11**

| Item                                                                                                                                                                                                                                                                                                                                                                                                           | Action                                                                                                                                                                                                                                                                                                                                                                                                            |
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| <b>#128/25-26 APOLOGIES FOR ABSENCE</b> Cllr Street. Were noted and accepted. Cllr Cooper & Cllr Brooks absent.                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>#129/25-26 DECLARATIONS OF INTEREST</b> Cllr Willmott and Cllr Ramsdale for Wheatley Playing Fields Trust and Wheatley Rugby Club #142 v<br>Cllr Shepherd for Wheatley Playing Fields Trust #142 v<br>Cllr Newman & Cllr Thomas- Wheatley Park School<br>Cllr Barrett, Cllr Newman & Cllr Fox- The Merry Bells committee- item #143 vi<br>Cllr Sercombe- Wheatley Windmill Preservation Trust- item #143 xi |                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>#130/25-26 TO CO-OPT TO FILL TWO VACANCIES (Local Government Act 1972 s82)</b><br>No applications received                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>#131/25-26 TO RECEIVE MINUTES &amp; APPROVE MINUTES</b> From Parish Council meeting held on <b>3rd November 2025</b> – previously circulated. Were approved by the Council and duly signed by the Chairman as a true record of the meeting.                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>#132/25-26 TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS</b> From Parish Council meeting held on <b>3rd November 2025</b> – previously circulated                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                   |
|                                                                                                                                                                                                                                                                                                                                                                                                                | <ul style="list-style-type: none"><li>i. VAS updates to 20mph- Clerk seeking quotes</li><li>ii. Tree register- Clerk finalising</li><li>iii. Storage area, on waiting list for Wheatley Business Park</li><li>iv. Littleworth Allotments. Contracts to draft. Fees &amp; Charges to review in January 2026 Full Council meeting.</li><li>v. Ambrose Rise ditch clearance- awaiting date from contractor</li></ul> |
| <b>#133/25-26 PUBLIC PARTICIPATION &amp; PUBLIC QUESTIONS (maximum of 30mins in total and 5mins per person)</b> Start 7.35pm Finished 7.50pm                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                   |

Church Rd parking is still not resolved. Pavements are being damaged. Why is it taking so long to get the double yellow lines painted- A date of 27<sup>th</sup> January 2026 has been given by Oxfordshire County Council.

Parks Sports Centre parking. Sixth Form carpark, where users are being told to park, has been locked with cars in. People are going to stop using the Sports Centre- Cllr Newman will investigate with the school to find out who is locking the gate and to highlight concerns.

**#134/25-26 TO RECEIVE AN UPDATE FROM THE CLERK** And includes

- i. Wheatley Newsletter- Dec/ Jan edition distributed, Feb/ Mar deadline- Thursday 15th January 2026
- ii. Reminder that the Parish office will be shut between Mon 22<sup>nd</sup> Dec 2025 until Sun 4<sup>th</sup> Jan 2026.
- iii. Final Parish Surgery will take place on Saturday 20<sup>th</sup> December
- iv. Christmas Tree up and looking lovely
- v. Update on Kelham Hall Drive/ Farm Close alley drain- awaiting work by Oxfordshire County Council to remove roots from the pipework behind the flats, but ownership now being investigated
- vi. Grounds Team are making progress with outstanding works around the village
- vii. Environmental Visual Audit - updated document received & awaiting review by the Clerk
- viii. Parking on Littleworth Apron- work continuing with DVLA/ SODC/ OCC
- ix. Winter Preparedness- salt has been delivered
- x. PAT testing completed 07/11/2025
- xi. Archive documents starting to be taken to Oxford History Centre by Locum Clerk

**#135/25-26 TO DISCUSS RECENT/UPCOMING COUNCIL EVENTS, COMMUNITY ENGAGEMENT ACTIVITIES**

- i. Remembrance events- Positive feedback, however sound system didn't work as well
- ii. Wheatley Christmas Fair- well attended and lots of positive feedback. Thanks to Asst Clerk for organising
- iii. Wellford Gardens Quiz- a fun Community evening
- iv. Wheatley Community Church, Carols on the Rec Sunday 7th December 2025, 4pm, Church Rd Rec, seeking approval to use Church Rd rec. Approved, Asst Clerk to confirm approval.

**#136/25-26 TO RECEIVE A REPORT FROM COUNTY COUNCILLOR- CLLR BEARDER**

Very embarrassed about the Church Rd roading markings being delayed.

Sports Centre parking, Cllr Newman to let Cllr Bearder know if he needs any support.

**#137/25-26 TO RECEIVE A REPORT FROM SODC DISTRICT COUNCILLOR- CLLR RAMSDALE**

Community Grant- applications being received. Deadline 12pm Friday 5th December 2025

Flooding- discussions continuing. Cllr Sercombe- has responded to plans which have been produced by Flooding Officers for OCC to show attenuation ponds on Littleworth Field, which show a large area being proposed. The Parish Council need to be included in the discussions along with Shotover Estate. Cllr Ramsdale- further discussions are going to take place with all relevant parties.

Littleworth- No update from Environmental Health, still chasing

SODC Joint Local Plan- being reconsidered

Cllr Gregory- New white/ yellow lines and existing around the village have all worn out and need redoing- data to be sent to Cllr Ramsdale

River Thame Pollution Update- none as yet

**#138/25-26 TO CONSIDER RESPONSES TO CONSULTATIONS** None

**#139/25-26 TO APPROVE PRECEPT REQUEST FOR 2026-2027**

Cllr Barrett discussed Precept options for 2026-2027. Councillors unanimously approved a 0% increase to the 2026-2027 precept (£169,011)

**#140/25-26 TO RECEIVE INTERIM INTERNAL AUDIT REPORT** Audit completed 25/11/2025. Clerk to give an update on report.

**#141/25-26 TO APPROVE POLICIES & CORE DOCUMENTS**

- i. IT Policy- Cllr Newman has made a few amendments. Locum Clerk to review and add to January Full Council meeting for approval.

Could we do Internal Audits to ensure we are adhering to Policies?  
Further investigations to be done on this by the Clerk.

**#142/25-26 TO RECEIVE UPDATE/MINUTES AND ACTIONS FROM:**

- i. Finance Committee – 20.10.2025 next meeting 15.12.2025 Cllr Street apologies
- ii. Open Spaces Committee –17.11.2025 next meeting 19.01.2025
- iii. Planning Committee –12.11.2025 next meeting 10.12.2025
- iv. Staffing Committee – 25.09.2025 next meeting early January
- 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- 26.11.2025 next meeting 13.01.2026
- ix. Littleworth Apron Working Group- 27.03.2025 next meeting TBC

**#143/25-26 TO RECEIVE UPDATES/REPORTS FROM:**

- i. Community Larder- Cllr Willmott, Christmas at the Larder Thurs 4<sup>th</sup> Dec, 2.30pm, all welcome
- ii. Flooding Group/ Actions- meeting 26.11.2025 to include Flood Wardens. 2 Cllrs needed to volunteer coordination
- iii. Good Neighbour Scheme– no update received
- iv. Howe Trust– no update received
- v. Maple Tree Centre– no update received
- vi. Merry Bells Management Committee- Cllr Barrett. Cllr Newman has joined. Carpark management now working well
- vii. Thames Valley Police- Quarterly meeting, next meeting 18.12.2025
- viii. Wheatley Charities– no update received
- ix. Wheatley Playing Field Trust – Cllr Willmott, report sent today to Cllrs
- x. Wheatley Ukraine Refugee Group- Christmas Tea Party
- xi. Wheatley Windmill Preservation Trust- Cllr Sercombe.

**#144/25-26 CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION**

- i. SODC updates- Breaking the cycle of Homelessness, Winter Campaign, £700k Funding Approved (Thame), Action to Tackle Anti-Social Behaviour, 5 of 7 Cllrs Back Unitary Proposal, Campaign to Boost Festive Trade, Local Plan, Community Grants Deadline 12pm Friday 5th December 2025, National Highways and Transport Public Satisfaction Survey Report, Household Rubbish Collection update, Bathing water- Wallingford.
- ii. Oxford County Council Updates- Fire & Rescue Consultation, Climate change workshop, Unauthorised Encampments, 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- Days of action report, Horspath Vehicle Interference Appeal for CCTV
- viii. WPC newsletter Editor recruitment- Clerk to organise with Asst Clerk support
- ix. Trailer repair quote- £734.72, David Currell. Enquiries to cost of a new trailer, or cheaper alternatives- Clerk to investigate

**#145/25-26 ITEMS FOR INFORMATION**

**#146/25-26 DATE OF NEXT MEETING** Monday 5th January 2026, Cllr Shepherd apologies