



Full Parish Council Meeting Meeting Minutes for Monday, March 2, 2026.

Present: Alison Sercombe (Chairman), Toby Newman (Vice-Chairman), Richard Street, Richard Barrett, Andrew Cooper, Paul Willmott, Anthony Shepherd, Lucy Thomas, Fay Fox, Aaron Brooks

Officer: Clerk, Asst. Clerk, Locum Clerk

Members of the Public/Online: 2/0

The meeting opening at 19:30 and closed at 20:47

Item

#189/25-26 APOLOGIES FOR ABSENCE

Cllr Gregory, Cllr Wolstenholme & Cllr Ramsdale. Noted and accepted.

#190/25-26 DECLARATIONS OF INTEREST

Cllr Willmott- Wheatley Playing Field Trust and Wheatley Rugby Club – Item #202 v.

Cllr Shepard- Wheatley Playing Field Trust – item #202 v.

Cllr Thomas & Cllr Newman – Wheatley Park School – item #191

Cllr Barrett & Cllr Fox – The Merry Bells Committee – item #202 vi.

#191/25-26 TO RECEIVE A REPORT FROM COUNTY COUNCILLOR- CLLR BEARDER

Potholes

Following a recent meeting held by Cllr Bearder to discuss Potholes around the village, there have been visits to Ladder Hill by OCC Highways Dept for inspection of the area. Cllr Bearder is pleased to see consideration to have the road included in the 2027–28 surface dressing programme.

LGRO Consultation

The consultation closes at the end of March. Ginette Camps-Walsh of Beckley Parish Council has launched a petition. Cllr Bearder encourages Councillors to engage in the consultation.

Interim Oxford Growth Support Proposal

Cllr Bearder advised Members to review the proposal released in December 2025.

Flyover Railings (Wheatley to Holton)

A question was raised about the damaged railings, which was initially reported in June 2025. Repairs require specialist certification, which Cllr Bearder confirmed his contractors do not currently hold. Repairs are expected to be completed by the end of March 2026.

Active Travel – Barton to Wheatley Park School

Concerns were raised about antisocial behaviour on the service road leading to Wheatley Park School, with reports that children have been advised not to cycle.

Cllr Bearder confirmed discussions are ongoing about potentially closing the service road to reduce antisocial behaviour, while ensuring continued access for the local farmer.

Utility Works and Highway Damage

A question was raised regarding the impact of utility company works on potholes and road failures.

Cllr Bearder advised that approximately 20% of utility works are routinely inspected, but there is insufficient funding to inspect all completed works.

#192/25-26 PUBLIC PARTICIPATION & PUBLIC QUESTIONS (maximum of 30mins in total and 5mins per person) Start 19:42pm. Finish 19:49pm.

Flood Wardens

Confirmation was received that there has been one response to the call for Flood Wardens. Members and the public agreed to explore creative ways to raise awareness and encourage further volunteers.

Flood Pond Discussion

Following a visit to Barton Park, discussion highlighted that the success of the proposed flood pond on Littleworth Field will depend on appropriate landscaping. Funding will be a key factor in achieving this. The project remains at a very early stage, with no funding confirmed or visual plans currently available.

#193/25-26 TO CO-OPT TO FILL TWO VACANCIES

No application received.

#194/25-26 TO RECEIVE & APPROVE MINUTES

From Parish Council meeting held on **2nd February 2026** – [previously circulated](#) – were approved by the Council and duly signed by the Chairman as a true record of the meeting

#195/25-26 TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS

From Parish Council meeting held on **2nd February 2026** – previously circulated

- i. Tree register- Ongoing, Clerk in the process of actioning
- ii. Littleworth Allotments- to mark out plots. Asst Clerk to action.
- iii. Wellford Gardens- Clerk has followed to clarify details, Cllr Sercombe will be attending Wellford Gardens 2nd Birthday Coffee Morning, 12th March 2026.
- iv. VAS- update – Traffic working group have agreed to order 3 VAS which will replace the current VAS that are situated on London Road (Morland Close), Ladder Hill (by Farm Close Road turning) and Ladder Hill (by Mill View Garden Centre). Clerk to Action.
- v. Cloudy IT- Invoice has been processed. Clerk to Chase Cloudy IT on error message relating to an upgrade when accessing Decisions. Clerk to Action.

#196/25-26 TO RECEIVE AN UPDATE FROM THE CLERK

And includes

- i. Wheatley Newsletter- Feb/ Mar edition distributed, Apr/ May deadline- Thursday 12th March 2026
- ii. Wheatley Newsletter Advertiser Booking Forms 2026/27 Renewal- Assistant Clerk to action.
- iii. Update on Kelham/Farm Close alley drain- awaiting information from Oxfordshire County Council – Asst. Clerk Actioning.
- iv. Memorial Gardens – Update awaiting DAC confirmation, Chairman has registered with the Diocese to grant a faculty, awaiting confirmation ahead of ordering and installing the solar lights.
- v. Parking on Littleworth Apron- Update ongoing.
- vi. Valuation Office Agency Request, Merry Bells Lease- Update will be provided to Wheatley Parish Council following Merry Bells Management meeting.

#197/25-26 TO DISCUSS RECENT/UPCOMING COUNCIL EVENTS, COMMUNITY ENGAGEMENT ACTIVITIES

- i. Councillor Development Day- Booking Confirmed for Sat 28th March 2026
- ii. Oxfordshire Play Association Play Day- Sat 4th of July 2026
- iii. Wheatley Artisan Market- Sat 18th April 2026 & Sat 19th Sept 2026, 9am-1pm
- iv. Wheatley Spring Clean- Sat 21st March 2026 9am-12pm
- v. Annual Parish Meeting- Booked Confirmed for 5th May 2026
- vi. Church Road Rec Refurbishment 16th March 2026 – to create signs to notify the public of the temporary closure for refurbishment.

#198/25-26 TO RECEIVE A REPORT FROM SODC DISTRICT COUNCILLOR- CLLR RAMSDALE

Local Government Reorganisation Consultation

Following receipt of Cllr Ramsdale’s report and PowerPoint presentation on the Local Government Reorganisation consultation, members discussed the proposals.

It was noted that it is important for local voices to be heard, although there is concern that this may not be fully reflected in the process. Members acknowledged that the final decision will be made at central government level.

#199/25-26 TO CONSIDER RESPONSES TO CONSULTATIONS

- i. To consider Wheatley Parish Councils response to [Local Government Reorganisation Consultation](#). Cllrs approved & agreed to respond individually to the consultation.

#200/25-26 TO APPROVE POLICIES & CORE DOCUMENTS

- i. Review of Effectiveness – Cllrs voted to Agree & Approve the document.
- ii. Asset Register- Cllrs voted to Agree & Approve the document.
- iii. IT Policy - Cllrs voted to Agree & Approve the document.
- iv. Investment Strategy - Cllrs voted to Agree & Approve the document.
- v. Retention and Disposal Policy – Moved to next month.
- vi. Fixed Asset Policy - Cllrs voted to Agree & Approve the document.
- vii. Volunteer Agreement - Cllrs voted to Agree & Approve the document.

#201/25-26 TO RECEIVE UPDATE/MINUTES AND ACTIONS FROM:

- i. Finance Committee – [16.02.2026](#) next meeting 20.04.2026
- ii. Open Spaces Committee – [19.01.2026](#) next meeting 16.03.2026
- iii. Planning Committee – [11.02.2026](#) next meeting 11.03.2026
- iv. Staffing Committee – 23.02.2026 next meeting 02.03.2026
- v. Littleworth Playing Fields Working Group – no meeting
- vi. Oxford Brookes Development Working Group- no meeting
- vii. Traffic Working Group – [25.02.2026](#) next meeting tbc
- viii. Wheatley Neighbourhood Plan Working Group- 26.11.2025 next meeting 25.03.2026
- ix. Littleworth Apron Working Group- 27.03.2025 next meeting tbc

#202/25-26 TO RECEIVE UPDATES/REPORTS FROM:

- i. Community Larder- Cllr Willmott
- ii. Flooding Group- meeting 26.11.2025 – The Chair of the Flooding Group has produced a booklet, once agreed it will need incorporating into Wheatley Parishes emergency Plan.
- iii. Howe Trust– [Update received](#)
- iv. Maple Tree Centre– [Update received](#)
- v. Wheatley Playing Field Trust- Cllr Willmott, update on surveys for works required to be carried out hopefully during Easter Holidays
- vi. Merry Bells Management Committee- Cllr Barrett
- vii. Sport and Leisure Plan Group- No update received
- viii. Thames Valley Police- Quarterly meeting 20.01.2026, next meeting tbc – Update on police operations at Littleworth & Garsington with various agencies taking action on unlawful activities.

#203/25-26 CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION

- i. SODC updates- Noted as per emails circulated to all Councillors.
- ii. Oxford County Council Updates- Noted as per emails circulated to all Councillors.
- iii. NALC Updates- Noted as per emails circulated to all Councillors.
- iv. OALC Newsletter- Noted as per emails circulated to all Councillors.
- v. Healthwatch Oxfordshire Briefings- Noted as per emails circulated to all Councillors.
- vi. Matthew Barber- Police & Crime Commissioner updates- Noted as per emails circulated to all Councillors.
- vii. Thames Valley Police- Noted as per emails circulated to all Councillors.

#204/25-26 ITEMS FOR INFORMATION

None.

#205/25-26 DATE OF NEXT MEETING

Monday 13th April 2026

#206/25-26 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. Closed session commenced at 20:41pm.

- #207/25-26 TO CONSIDER QUOTE FOR LEGAL WORK CONNECTED TO THE LEASE OF THE CADET HUT**
Members considered the quote from Mills & Reeve (£5,400 incl VAT) to carry out legal work relating to the lease of the Cadet Hut.
Councillors unanimously agreed to accept the quote. The Chairman will respond directly to Mills & Reeve.
- #208/25-26 UPDATE ON RECENT STAFF DISCIPLINARY ACTION**
Update was given on recent disciplinary action process involving a staff member.