



Open Spaces Committee Meeting Meeting Minutes for Monday, March 16, 2026.

Present: Andrew Cooper (Chair), Alison Sercombe (Vice-Chair), Paul Willmott, Anthony Shepherd, Toby Newman, Lucy Thomas, John Wolstenholme

Officer: Clerk

Members of the Public: 0/0

The meeting opening at 19:30 and closed at 21:01

Item

- #69/25-26 APOLOGIES FOR ABSENCE** Aaron Brooks. Absent.
- #70/25-26 DECLARATIONS OF INTEREST**
Cllr Willmott Wheatley Playing Fields Trust and Wheatley Rugby Club
Cllr Shepherd Wheatley Playing Fields Trust
- #71/25-26 TO RECEIVE & APPROVE MINUTES**
Review and approve the minutes from the previous Open Spaces Committee meeting held on [Monday 19th January 2026](#).
- #72/25-26 TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS**
Receive updates on actions from the previous Open Spaces Committee meeting on Monday 19th January 2026
- i. Christmas Tree Removal – The Christmas tree has been removed from the village square. The square needs a tidy where the Christmas tree has been and behind the benches. It was mentioned the garages at the back of the shops, which are privately owned, look untidy and messy.
 - ii. Cllr Sercombe responded to the Howe Trust Nominated Trustee Vacancies for Wheatley Parish Council to reserve the right to nominate their own trustee's
- #73/25-26 TO RECEIVE AN UPDATE FROM OFFICERS**
- i. Memorial Gardens – Facility request has been sent by Cllr Sercombe to apply to fit the solar lights. Grounds team have built additional compost bin in the compound, roses have been pruned and hedges cut. Grass still to be cut.
 - ii. Graffiti Removal – A quote was agreed upon previously, unfortunately there has been a misunderstanding on areas which has led to more quotes required, this will be discussed in closed session.
 - iii. Maintenance tasks completed and planned – Grounds team are completing hedge trimming across the village as a priority task. Other tasks to follow upon completion of hedge cutting.
 - iv. Wheatley Litter Pick Day- Sat 21st March 2026, 9.30am-12pm, we would love to see more Parish Councillors at the event, awareness around litter picking and keeping our village tidy is so important. We need to lead by example and encourage community engagement.
 - v. Sign Cleaning Equipment Hire- Work to be carried out by GMO's as part of the Big Spring Clean.
- #74/25-26 TO DISCUSS TREE WORK**

17 March 2026

Signed:

Date:

- i. Tree Register update ongoing – Clerk continuing to update on what works are required.
- ii. Tree Survey for Littleworth Field – With the lease of Littleworth Field near completion, Wheatley Parish Council have requested an updated Tree Survey for outstanding works that need completing. This is in progress – Clerk actioning.

#75/25-26 TO DISCUSS PLAY AREAS & RECREATION GROUNDS

- i. Dogs in Recreation Ground- Ongoing issue as the warmer weather approaches. Increasingly disappointing to see an increase of Dogs in the recreation ground around the village (Church Road Rec, Cullum Road Rec & Farm Close Rec). There are signs as you enter each rec that states ‘No Dogs’, this is to ensure the safety of the children. Enforcement action will be taken if you are caught with your dog in the Rec – Clerk to look into Bi-laws (Public Space Protection Law).
- ii. Criminal Damage- Ongoing update and awareness as the weather changes and parks become busier, to remain vigilant of any Criminal Damage and Anti-social behaviour.
- iii. Church Road Rec – The refurb is officially underway. Official opening date for 4th May (May Day). Cllr Sercombe to enquire about new signage from the company doing the work.

#76/25-26 TO DISCUSS MANAGEMENT OF ALLOTMENTS AND FOOTPATH

- i. Plots to be marked out and numbered
- ii. Clearance of empty allotment- Seeking approval for contractor to complete the works ASAP so item i. can be completed. Cllrs unanimously agree for Asst. Clerk to go ahead and seek contractor.
- iii. New tenant agreements effective 1st of October 2026 to be created.

#77/25-26 UPDATE ON LITTLEWORTH APRON Cllr Sercombe gives an update:

- i. There has been an increase of cars on Littleworth Apron since recent police operation, which is disappointing to see.
- ii. Residents are now reporting directly to environmental health to help keep a log on activity.
- iii. To be discussed in more detail during Councillor Development Day.

#78/25-26 HOWE TRUST NOMINATED TRUSTEE VACANCIES

- i. Cllrs discussed the process for filling three nominated trustee vacancies as part of the Howe Trust's nine trustees.
- ii. Wheatley Parish Council request an overview of current structure – Clerk to action.

#79/25-26 TO RECEIVE AN UPDATE ON LITTLEWORTH FIELD

- i. Fencing and gates for the parameter of the field Wheatley Parish Council will be managing- There has been an agreement of fence line, the lease will be granted for Littleworth Field following agreement. There will be access granted along Littleworth Road to the field; however the gates need to be moved to where the dropped curb is.
- ii. Funds available to support project – Wheatley Parish Council have \$106 money remaining which will contribute towards Littleworth Field project.

- iii. Attenuation ponds – ongoing discussions around the project, including designs/costing/funds and cooperation from neighbouring property.
- iv. Creation of a Working Group will be discussed at the Cllr Development Day and agreed within a Full Council meeting.

#80/25-26 TO DISCUSS ISSUES, IMPROVEMENTS OR SUGGESTIONS FOR OTHER OPEN SPACES

- i. Footpath from Beech Road to Kelham Drive, uneven tarmac – Unable to progress until we can get the blocked pipework resolved.
- ii. Footpath from Beech Road to Kelham Hall Drive, Blocked pipework from catch pit in- Ongoing investigation with Oxfordshire County Council, Asst. Clerk has chased Cllr Bearder.
- iii. Bus Shelters – King and Queen, London Road (Ambrose Rise, Sunny Side) The Bus Shelters require repairs to the roof, this will be added to GMOs inspections. King and Queen car park is critical. Clerk to seek quotes.
- iv. St Mary's Close Alley- roofing repair on structure by Church Rd – Asst Clerk to enquire with County to identify who is responsible.
- v. Environmental Visual Audit – Positive update from meeting with the team 16th March 2026. Waiting for introductions to operating Youth Clubs around South Oxfordshire to explore potential funding to support opening a Youth Club in Wheatley. – Clerk to chase on update and introductions.

#81/25-26 CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION

- i. Smoke Free Parks, Email Correspondence. Looking back at Open Spaces agenda from 16th September 2024 it was mentioned designs has been received by the Primary School. – Clerk to respond and action.

#82/25-26 ITEMS FOR INFORMATION

- i. Confirmation of 2026 Membership renewal for Oxfordshire Playing Field Association (OPFA) £62. Pre-approved 16.06.25 item 13i. – Clerk to action and approve renewal of membership.
- ii. Highways encroachment on Church Road (opposite Church Road Rec) – Parking enforcement team are to manage moving forward.
- iii. Cllr Willmott updated on quote requests for Wheatley Playing Field Trust. To be reviewed at EGM

#83/25-26 DATE OF NEXT MEETING

Monday 18th May 2026, 7.30pm.

#84/25-26 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 20:57pm

#85/25-26 TO CONSIDER QUOTES FOR THE REMOVAL OF GRAFFITI ACROSS THE VILLAGE

- i. To consider quote for removal of Graffiti across the village. Cllrs voted and agreed to progress with quote from Alfresco Exterior Cleaning (£864.00 inc. VAT).