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To: All Members of Wheatley Parish Council

Councillors are hereby summoned to attend the Parish Council Meeting to be held at the Merry Bells, 89 High St, Wheatley on Monday, 6th July 2026, at 19:30 for the purpose of transacting the following business.

Members are reminded to declare an interest for relevant agenda item.

The meeting is held in public, who are welcome to come along. There will be an OPEN SESSION when questions may be taken from the public.

Under the Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Copies of documentation and meeting links are available from the parish office, clerk@wheatleyparishcouncil.gov.uk or 01865 875615.

**Signed: *Allison Leigh*, Locum Clerk to the Parish Council
1st July 2026**

- #45/26-27 Apologies for absence**
- #46/26-27 To co-opt to fill two vacancies**
- #47/26-27 Declarations of interest/Dispensations**
- #48/26-27 To consider minutes from the meeting of 01.06.2026**
- #49/26-27 Public participation & questions (maximum of 30 minutes in total 5 minutes per person)**
 - i. Area Tree Officers (Oxford), Oxfordshire County Council Tree Service: Ash die back works to take place along the A40 east bound from forest hill to Wheatley (10 minutes)
- #50/26-27 To receive a report from the County Councillor**
- #51/26-27 To receive a report from the District Councillor**
- #52/26-27 Committees**
 - i. To receive minutes/recommendations from the following committee meetings
 - a. Finance Committee minutes: 15.06.2026
 - b. To confirm Councillor Paul Wilmott as a member of the Finance Committee

- c. To confirm the removal of the former Clerk, Michelle Legg from all bank mandates

#53/26-27 Scheme of Delegation: To note the following decision made under delegated power:

- To conduct tree surveys by Arbour Tree Specialist Ltd at a cost of £2400
 - Ambrose rise ditch/alley
 - Church road recreation ground (including cliff)
 - Memorial gardens
 - St Mary's Close (sycamore and horse chestnut)
 - Farm Close Road Recreation Ground
 - Farm Close Road Alley (including robinia)
 - High Street Village Green
 - Kelly's Road/Acremead
 - Littleworth allotments
 - Littleworth Road Playing Field

#54/26-27 Emergency Plan: To consider any updates to the [Emergency Plan](#)

#55/26-27 Quotations:

- i. **Bus shelter & St Mary's Alley repair quotes:** To consider the quotes received
- ii. **Plumbing work at the Pavilions:** To consider the quotes received

#56/26-27 Regular suppliers through 31/3/27: To note the regular suppliers through 31/3/27

| <u>Supplier</u> | <u>Function</u> | <u>Approximate Duration</u> | <u>Approximate amount</u> |
|--------------------|----------------------------|-----------------------------|---------------------------|
| Balancing Business | Bookkeeping | Monthly through 31/3/27 | £30/hour |
| Parchment UK | Printing of the newsletter | Every 2 months | £1395 per newsletter |
| Clear View for You | Window cleaning | Every 6 weeks | £13 per visit |
| Wheatley Cleaners | Office cleaning | Every month | £96 |
| Sheild Maintenance | Dog bin emptying | Monthly | £140.40 |

#57/26-27 Clerk Report: To have an update on the following:

- i. Play areas inspection reports
- ii. Saturday surgery reminder
- iii. Kelham Hall Drive alley blocked pipework
- iv. VAS installation
- v. Cadet Hut consultation
- vi. Sport and Leisure consultation
- vii. Newsletter deadline for August/September: 16.07.2026
- viii. Play and Activity Day

- ix. Wheatley Artisan Market – 19.09.2026, 9am-1pm
- x. Wheatley Christmas Fair – 27.11.2026, 2pm-8pm
- xi. Councillor Development Day - 26.09.2026, 9am-1:30pm
- xii. Note the recent article in the Oxford Mail regarding Oxfordshire's e-bike & e-scooter initiative

#58/26-27 Policies: To consider the following policies:

- i. Complaints Policy

#59/26-27 Quiet Lanes: To consider delegating the consideration of the Quiet Lanes programme to the Traffic Working Group. Recommendations to be brought to Full Council.

#60/26-27 Oxfordshire's rural A and B class road network - Stakeholder consultation: To consider the review of speed limits being carried out by Oxfordshire County Council

#61/26-27 Reports from working groups and village organisations: To note any reports received from the following:

- i. Communications Working Group
- ii. Cade Hut Working Group
- iii. Community Events Working Group
- iv. Wheatley Pavilion Maintenance Working Group
- v. Wheatley Neighbourhood Plan Working Group
- vi. Littleworth Field Working Group
- vii. Traffic Working Group
- viii. Youth Council Working Group
- ix. Thames Valley Police Working Group
- x. Flood Advisory Working Group
- xi. Sports and Leisure Working Group: See Attachment 1

#62/26-27 Reports from community groups: To note any reports received from the following:

- i. Howe Trust (Wheatley): See Attachment 2.
- ii. Good Neighbourhood Scheme: See Attachment 3.
- iii. Maple Tree: See Attachment 4.
- iv. The Merry Bells
- v. Wheatley Playing Field Trust: See Attachment 5.
- vi. Wheatley Charities
- vii. Wheatley Windmill Preservation Society: Attachment 6.

#63/26-27 Items of information without decision

- i. **Correspondence:** To note any correspondence received

#64/26-27: Confidential session: To consider the removal of members of the public from the following agenda item due to its confidential nature

#65/26-27 Cadet Hut Lease Update: To consider three terms of the lease

#66/26-27 DATE OF NEXT MEETING: Monday 7th September 2026, 19:30, The Merry Bells Hall

**The deadline for agenda item for the July meeting to be sent to the Clerk is
Wednesday the 26th August 2026.**

Attachment 1

Sport and Leisure Working Group Report to Wheatley Parish Council, 30th June 2026

1. Stakeholders and other contacts the group has met/contacted:

Wheatley Parish Council
Holton Parish Council
South Oxfordshire District Council
Wheatley Playing Field Trust
Wheatley Park School
Wheatley Primary School
Wheatley Churches
Wheatley FC
Wheatley Rugby Club
Oxfordshire FA
Oxfordshire RFU
Oxfordshire Cricket
Oxford City Council

Other identified stakeholders still to meet:

Wheatley Oaks FC
Wheatley Scouts
Jon Glenn – Swimming Facilities
Park Sports Centre
John Watson School
Potential paddleball/pickleball providers
Oxfordshire Mind
Age UK

2. Other parties met with/contacted:

- a) Sue Street had volunteered her services to the working group. A meeting was agreed with her and held on Tuesday 16th June.
- b) Paul Willmott had contacted Loughborough University and held an online meeting with Martin Foster, Head of Applied Sport Management, and Kully Bassi who is the students' placement officer. Wheatley Park School has been contacted regarding a possible student placement

3. Surveys

The survey has been finalised and added to the WPC website. A separate survey has been issued to the Primary School suitable for their pupils. Please encourage as many people as possible to complete the survey.

4. The final report is now in draft form and will be completed when the results of the survey are known.

Paul Willmott
Chairman Sport and Leisure Working Group

Attachment 2



UPDATE FOR WHEATLEY PARISH COUNCIL

29th June 2026

1. Grassland and Ponds

Ragwort has been assessed – and it has been found that its prevalence has declined vs previous years, especially in Cripps due to resting this space followed by reduced grazing intensity with sheep. Where small ragwort clumps exist, it is supporting a population of cinnabar moth caterpillars. Creeping thistle patches have now been mown in Shepherds, Sheldon and Tombs as well as an area in the memorial area. Likewise, this annual control appears to be working, and the amount of thistle is much reduced via 3 or 4 years ago. Some thistle has been retained for nectar for bees and butterflies etc and it will later provide seeds for finches.

2. Trees and hedges

Weeding (removing sticky willy and bindweed) continues in the newly laid Windmill Lane hedges. Likewise, our volunteers are removing tree guards from more mature trees who no longer require protection from deer. A diseased willow was partially felled in Shepherds by contractor Tim O'Connor.

3. Grant Applications

Work on the new steps and handrail path is expected to be completed by the end of the summer. Meanwhile the trust is looking at options for grant funding of future visitor experience enhancements such as a pond dipping platform to help school and nursery children use the ponds as a learning resource.

4. Benefaction/Gifts

A request for funding was been received from the local NHS social prescriber and £350 agreed to support the villager in need.

5. Outreach, Communications and Information Gathering

Guided walks have been held in April and June and further one is in the diary for September. Work on our guide to the Howe continues and additional informative boards which will be available digitally via QR codes in a printed form by end of 2026.

6. Trustees

There remain 2 nominative vacancies. An email was sent to WPC on 20th January regarding the suggestion of considering appointing a 'Young Trustee' who could be supported by an additional councillor as a trustee.

7. Other

Basic seating has been made using waste pallets to enable volunteers to rest during sessions and the trust has secured additional hardwood to enable us to make resting benches to be placed around the Howe for visitors.

Surveying of the wide variety of grasses, wildflowers, insects etc as well as amphibian life in Tombs is planned for the coming months with the support of a number of our volunteers. We are also hoping to get input and involve the Shotover Preservation Society in this work.

Maggie Fyffe, Chair - The Howe Trust : June 29th 2026

Attachment 3

Wheatley Good Neighbours Scheme: Co-ordinator's Report

We have 10 clients that we befriend. 15 clients that we transport to events. Plus odd jobs such as putting a curtain rail.

Last summer we had an indoor/outdoor tea party in Holton which was well attended and a very happy event for clients and volunteers.

This year we have continued to support Lunch Club at the URC providing servers and washers and cake making for pudding – and it's such a rewarding experience. Everyone has a really good time. It's a great partnership with the URC.

Just recently the NSYC finished at the URC and has migrated to Wellford Gardens as a Bingo club so nothing has changed for us in terms of transport. The move has been well received and Wellford are always happy to share events with the community – it's part of their raison d'être.

We now have only 25 clients and about half of them are occasional lifts or one-off help. We haven't had a new referral for some time.

We started the year with £756.63 in the bank. We spent £141.91 on the Christmas party which left us with £614.72 plus a cash donation of £10.

Attachment 4



Summary report to Wheatley Parish Council: June 2026

Maple Tree update

- Our full programme of groups and activities has continued. We have no plans to change our main timetable at present, as all of our groups focus on a different element of early years learning and are well-attended, however a slightly amended timetable will be in place over the summer to accommodate older siblings as well and 0-5 year olds and we plan to run some sessions in local villages, as we have in previous years.
 - We have recently recruited a marketing member of staff, initially for a 6 month period, to improve our marketing strategy and to assist with networking and possible corporate sponsorship opportunities. We were pleased to receive funding for this role from SODC via Cllr Peter Ramsdale.
 - We urgently need to recruit a treasurer, as we have been without anyone in this role for several months. To ensure the sustainability of the Maple Tree, we also
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need to expand the trustee board, as we currently only have 3 trustees. As we do all of our own fundraising instead of employing a fundraiser, this places a significant burden on voluntary trustees.

Finance and fundraising

- We managed to meet our budget target for 2025-26, thanks in part to some local donors and two successful fundraising events at the end of the financial year (our Silent Auction and Daffodil Day).
- Our fundraising target remains at almost £100k for this financial year, which will be a challenge to meet.

The Maple Tree – 29 June 2026. If you would like any further information, please contact Jane Lightfoot at jane@mapletree.org.uk

Attachment 5

Wheatley Playing Field Trust

Report to Wheatley Parish Council

30th June 2026

1. Recently, two trustees opened the gate to the field and both pavilions to allow three companies to inspect the facilities. This was to enable them to quote for plumbing and heating works, repairs to the lower pavilion framework and external drainage.

The locum clerk, Allison Leigh, also was in attendance.

The above works are needed to be carried out during this summer's school holidays for safeguarding reasons and when the pavilions will be needed.

2. Paul Willmott, one of three Parish Council nominated trustees, has come to the end of 4 years since his last nomination and needs to be renominated for a further 4 years at the next meeting of the Parish Council on 6th July 2026.

Paul Willmott

Chairman, Wheatley Playing Field Trust

Attachment 6

Report for Wheatley Parish Council about the activities of Wheatley Windmill Preservation Society.

The society, formerly the restoration society, exists to preserve the fabric of our local windmill and show it to the public. We open to the general public on the second Sundays in the months of May until October and also offer group visits by appointment on Saturdays. We have maintained this programme every year now since the 1990's, while the attractions we can offer now include a milling demonstration using the mobile mill and viewing other bits of agricultural machinery related to milling, like for instance the newly restored winnowing machine.

The most recent piece of restoration work was that volunteers put in a huge number of hours over 18 months to remove cement mortar from the lowest three metres of the windmill tower and replace it with lime mortar. This saved the society the enormous sum of money professionals would have charged for the work but more importantly it allowed water, which condensed on the inner sides of the tower walls in the winter, to drain out of the building and evaporate, rather than rotting the structure from the inside.

We have upgraded our chairs and tables, so that visitors have a safe environment to enjoy their refreshments. The motley collection of old card tables and odd chairs from all different places was not only unsafe to stand cups of hot tea on but made the tea experience look as if it was taking place at a jumble sale, rather than at the well-maintained windmill.

The main activity of the first half of 2026 was that we decided to celebrate the 50th anniversary of the project to restore the windmill with an exhibition in Wheatley Church and an art competition for local school children, backed up by displays in Wheatley Library and the Centre of English Studies. After a lot of planning, all this happened during the first two weeks of June, followed by prize giving at the windmill on 14th June. All the pictures and collages that were entered for the competition were judged by one of our committee, who is an art teacher. They were then all displayed in the church, where they received many compliments. Twenty two pupils won prizes and most of them collected their winnings at the mill. The others had personal deliveries during the following week, when all the art was returned to the artists. Wheatley Parish Council generously gave us the prize money and the competition brought new visitors to the mill.

We do have an exciting plan to use a legacy that the society was recently given in the will of a former committee member. As however this is still in the very early stages, I am not going to mention it here. Perhaps next year I will be able to tell you what it is. Meanwhile, my lips are sealed. We are now looking forward to our 75th anniversary in 2051, when we will make another grant application to the parish council for another celebration.
