CROPREDY PARISH COUNCIL

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Minutes of a meeting of the Parish Council held on **Monday 12th October 2026** at **7pm** at **The Sports & Social Club, Cropredy.**

Present: Cllrs Carine Varaez (Chair), Des Knight, Jacqui Smith, Clive Dunn, Debs Collis.

In attendance: 6 members of the public.

60) Apologies – None.

61) Declaration of interests on items on the agenda – Cllr Smith declared an interest on item 66 as she is an allotment holder.

62) To approve the minutes of the meeting held on 10.08.2026 – The minutes were proposed, agreed, and duly signed.

63) Outstanding matters/actions from previous meetings

a) Feedback from Cllr Dunn re his discussion with Cllr Aramini-Brant regarding possible speed reduction options in the parish – Information can be found in the report provided for item 73a.

b) Update regarding purchase of a defibrillator cabinet to be sited at the school subject to consideration of who will pay for the electrical installation of the cabinet – Cllr Varaez has spoken to a staff member at the school and they are awaiting details re ongoing maintenance costs before they can get prices for installation. **Clerk to take item off the agenda until the school come back to Cllr Varaez with an update.**

c) Update re setting up account with CCLA – The application has not yet been submitted as the relevant signatures have not been obtained. **The form will be signed and submitted before the end of this week.**

d) Update re request for Cherwell District Council (CDC) to support the PC in ensuring the Victorian Post Box on Station Road is retained – CDC have advised that 'Listed Building Consent would be needed to take down and rebuild the wall. We would support the rebuilding of the wall on a like for like basis including the retention of the post box. Unfortunately, however we cannot influence Royal Mail with regards to the use of the post box.' A Cllr raised concerns that CDC referred to the heritage asset list as a draft list, despite the parish Cllr having done a lot of work submitting heritage asset information a few years ago, so you would think that they would now be on a confirmed lost. It was agreed that the **Clerk should ask CDC for a copy of the list** to check if all of the items submitted from Cropredy are on the list. It was agreed that if the post box isn't already on the register the **Clerk should complete the form to request that it be added.**

e) Update re contact with Three regarding the direction of their mobile phone mast – The Clerk has tried to contact them via online chat, Facebook messenger, and by telephone, but due to not having a Three telephone number was unable to get any help. The Clerk then wrote to Three, explaining the issue, but their response suggests they didn't actually read the letter and just sent a standard response back saying they wanted to help but please contact them via chat. It was agreed to wait for feedback from Cllr Hughes as to how much of an issue she believes the reception problem is as other Cllrs advised they get a good connection.

64) Public Forum – A resident thanked the council for their support in working with them on the amended allotment tenancy agreements.

65) Proposal to close the Cropredy Stone Pit Charity due to the charitable purpose (set up in 1775) no longer being relevant in the modern day, and the charity holding no funds – Proposed and agreed. **Clerk to arrange the closure of the charity via the Charity Commission online closure form.**

66) Allotments

a) Proposal to make additional changes to the agreement as per discussions held with representatives of the allotment holders – The new tenancy agreement was approved including the proposal to increase the fee to £15 from Sep 2027 which will include allotment holder insurance. It was agreed that for this year the PC will pay the £5 per plot insurance fee as a gesture of goodwill. **Clerk to send out the new agreements and arrange the insurance policy.**

b) Request from the allotment holders for making water easier to access, either by purchasing a 200m hose at a cost of £108.32 + VAT to help with the process of getting water from the nearest property (which is quite a distance away) or consider installing other facilities such as a tap with a direct water supply (either in the allotments or in the cemetery so it can be used for both areas) or water troughs – The options were considered and it was noted that getting a water connection is likely to be expensive, but is the best long term option. It was agreed that the **Clerk should try to find out what the cost of installing a new connection would be and look into possible grants to fund it.**

c) Proposal to arrange a repair of the Water Harvesting System – It was decided not to spend anything on a repair currently due to the decision on the previous item.

d) Request from allotment holders to remove the Oak tree between plots 9 and 10 – The PC is happy for the tree to be removed but previously had been quoted £1k to remove it. An allotment holder present advised it is not that big and he is happy to remove it himself at no cost. The PC would be very grateful for the allotment holder to remove the tree.

67) Consideration of the future plans for submitting contents of minutes to The Crier due to limited space in The Crier – The editor of the Crier has informed the Clerk that they can no longer fit the minutes in their current form into the Crier due to their length. Alternative ways to provide the information were discussed, and it was agreed that the **Clerk should pick out most relevant sections of the minutes to be included, with the total article size being no more than 2 A4 pages,** which is what the PC has been using in the Crier for many years.

68) Planning applications received

26/02090/TCA – The Stonehouse, Station Road, Cropredy. T1 Hawthorn - Crown reduction by approximately 2 metres in height, reducing the sides to suit. Crown lifting to approximately 2.5 metres above ground level. No representation. APPROVED.

26/02223/DISC – OS Parcel 9195 North of Claydon Road, Cropredy. Discharge of Condition 6 (Contamination Report) of 23/00977/OUT. No representation.

26/02362/TCA – Willowbank, Roundbottom, Cropredy. T1 Willow - pollard, remove 5-8 metres. No representation.

26/02421/TCA – 2 Kyetts Corner, Cropredy. T1 Silver Birch – Fell to ground level. No representation.

26/02099/F – Oxhay Farm, Oxhey Hill, Cropredy. Single-storey front and rear extensions to farmhouse, conversion and alterations to barns, demolition of existing garage/store and erection of replacement garage, home office and utility accommodation, formation of glazed and oak framed links, first floor extension to create ad en-suite, alterations to fenestration and roof, and associated access and landscaping works. No objection.

Planning decisions received

26/01039/F and 26/01038/LB – Dingles, Church Lane, Cropredy. RETROSPECTIVE - Replacement of an existing chimney pot and the installation of an air brick to provide combustion ventilation. Approved.

26/01304/F and 26/01329/LB – The Old Manor, 9 Station Road, Cropredy. Erection of a hardwood painted double glazed orangery to the rear with low stone walls with alterations to the opening into the existing kitchen area. Approved.

69) Finance

a) To confirm bank balances as at 6th October 2026 as £362.77 and £99,909.14 – Cllr Varaez confirmed the balances stated are correct.

b) Proposal to make a donation of £100 to the Volunteer Driver Service – It was noted that this service is the only service that takes people who don't have transport in our parish to hospital appointments, and it is not funded by local authorities, so the service has to find its own funding. Proposed and agreed. **Clerk to arrange payment.**

c) Proposal to make a request to Computershare to payout £104.73 by bank transfer to Cropredy Parish Council to cover an uncashed cheque for consolidated stock which they advised was sent out in 2015 to an incorrect address and therefore was never cashed – Proposed and agreed. **Clerk to request the transfer.**

d) To confirm completion of the Apr to Jun, and Jul to Sep Internal Controls Checks – Cllr Knight confirmed the checks have taken place and all was found to be in order.

e) To note and approve the following payments and receipts:

Payments made since last meeting using delegated powers: Proposed and agreed.

01.09.26	Zurich	Shortfall payment	£360.42
01.09.26	Cropredy Tennis Club	Donation re court repair	£312.50
01.09.26	Cropredy Sports & Social Club	Donation re mower	£4,000.00
01.09.26	Kirsty Buttle	Expenses - mileage, parking, stamps	£14.78
31.08.26	Unity Bank	Account fee	£7.00
02.10.26	Frank W.Haywood and Associates	Professional services re Church Wall	£3,966.84
02.10.26	Cropredy PCC	February Cropredy Crier Advertising	£12.50
02.10.26	Kirsty Buttle	Salary, backpay, and WFH Sep	£586.40
02.10.26	HMRC	Tax & NI Sep	£182.74
30.09.26	Unity Bank	Account fee	£7.00

Receipts: Noted.

13.08.26	Credit 33	Fairport Income	£1,927.00
19.08.26	Banbury Memorials	Boscott Memorial	£40.00
09.09.26	CDC	Precept	£7,883.00
27.08.26	Watts	Allotment fee	£10.00
30.09.26	Unity Bank	Interest	£455.01

70) Sports and Social Club (SSC)

a) Update re actions taken re funding the SSC mower – The supplier was not willing to issue a split invoice so it was agreed that the best option to ensure the PC was acting lawfully was to make a donation of £4k directly to the SSC.

b) Update re advice sought on the agreement between the PC and the SSC – The Clerk has received some communication from Tessa Hall at Community First Oxfordshire, who has advised that she is willing to try to help the PC and the SSC work out the best way forward with a legal agreement for the management of the SSC that protects both parties. The Clerk is awaiting further information from Tessa. **Clerk to ask Tessa if she would be willing to meet with both parties to try to get all of her questions answered asap so we can move this forward.**

c) Communication received from the SSC regarding questions they have about the future agreements – The SSC has sent a letter to the PC with a number of questions about the PC's intentions for the future agreement. A draft response has been provided to all councillors. The response was agreed subject to the addition of a 'next steps' section at the end of the document, advising that the PC's aim is to get this sorted by the end of March in preparation for the natural renewal deadline for the agreement, and that if a new agreement isn't progressing by the end of January that a meeting between the PC and SSC should be arranged to discuss the options. **Clerk to amend the response and send to the SSC.**

71) Church Wall

a) Proposal to instruct an architect to put together a written detailed specification, and a detailed Schedule of Works at a cost of up £4,800 – Proposed and agreed. **Cllr Knight to instruct the architect.**

b) General information – None.

72) Parish Matters

a) Request from resident for the PC to support their request to Cllr Aramini-Brant for Oxfordshire County Council (OCC) to consider implementing a 30mph speed limit on Oxhey Hill due to the dangerous speeds of road users coming over the railway bridge on a road that is regularly used by pedestrians accessing the cemetery and allotments, and horse riders – It was agreed that the PC support this initiative but would not

want a reduced speed limit to be extended too much further past the railway bridge, as this could mean that the gap between villages becomes smaller which could encourage a developer to consider it a suitable location for new houses. **Cllr Dunn to add this to the areas he is discussing with Cllr Aramini-Brant.**

73) To receive the following reports

a) Village Maintenance and Improvement – The written report can be found on the website with the meeting documents.

b) Transport, Traffic, and Street lighting - The written report can be found on the website with the meeting documents.

1 member of the public left the meeting at 8:51pm.

74) To consider whether the PC wishes to make a response to the OxBus2040 consultation which will be published on 13th October, and if so, how the collective responses will be agreed – The PC believe there are conflicting views on this in the parish, in that some residents would like a better bus service in the parish, but others are concerned about the impact an improved bus service will have on the village categorisation in the Cherwell Local Plan, given that a regular bus service scores higher in the plan, which could result in the village being recategorized to a higher village category, which then allows more development in the parish. Given this conflict it was agreed that the PC won't submit a response to the consultation, but will put out an article making residents aware of the consultation and the potential implications, to allow them to make an informed decision whether to respond. **Clerk to put together and publish an article.**

4 members of the public left the meeting at 9:09pm.

75) To adopt the following policies: Adopted with addition of CDC next to MO.

a) Code of Conduct – Proposed and agreed.
b) Equal Opportunities Policy – Proposed and agreed.
c) Dignity at Work Policy – Proposed and agreed.
d) Grant Awarding Policy – Due to the expected significant costs of repairing the Church Wall, it was agreed that currently all donations and grants to clubs and societies are suspended but the PC reserves the right to make small donations to essential relief services such as the Volunteer Driver Service. **Clerk to update the policy to be considered at the May meeting** with other policy updates to see if there has been any change to the PC's decision to suspend grants and donations.

76) Information exchange – A resident has asked if the PC would follow up the application for the Red Lion to be registered as an Asset of Community Value which they submitted in 2025 when they were a member of the PC. **Clerk to contact CDC to ask for a status update.**

Meeting closed @ 9:45pm.

Date of next meeting – 9th November 2026

Signed…….. Date…….