

Wardington Parish Council

The council is hereby summoned to the Annual Meeting of the Parish Council to be held on Tuesday 12th May 2026 at 7:30pm in the Lady Wardington Room at Wardington Village Hall

Council: Mr R Jarrett (Chairman), Mr M Patterson, Mr N Bankes, Mr G Page, Mr M Chivers, Mr E Batchelor.

AGENDA

1. Apologies for absence

2. Members' declarations of interest for items on the agenda

3. Public participation session

4. To approve the minutes of the Parish Council (PC) meeting held on 17th March 2026

5. Outstanding matters/actions from previous meetings

5.1 Update re flooding on Thorpe Road outside Sabins

5.2 HS2 update

5.3 Update re concerns raised about the state of the A361 through Wardington

5.4 Update re flooding issues in Williamscot

6. Play Area

6.1 Update re play equipment safety inspections and repairs

7. Concerns raised about the state of the pavements in the parish

8. Planning applications received

26/00666/TCA – The Croft, Banbury Road through Wardington. T1 Hazel Coppice - reduce height by 3 metres back to growth points, shape and remove selected stems. **No objection.** (Response made using delegated powers). **APPROVED.**

26/00923/TCA - West Wing, Williamscot House, Street From Centre To North West, Williamscot.
T003 - Beech - crown is within 0.5m of the property. reduce by 2m to give sufficient clearance. T006 – Ash – Class 3 ash dieback over prow – reduce to a 10m monolith. T007 – Ash- inonotus x2 with a lean towards a residential property – fell to ground level. T008 – Bird cherry – decay at 5-6m on the main stem with a lean over the egress route around the estate – fell to ground level. T009 - unidentified tree covered in ivy partially failed and hung up over the egress track. T010- Ash – multiple cavities on the southern stem with a significant lean over the path. Reduce by 4m at 10m to a suitable growth point to reduce appropriate weight and to retain the tree. T013- Hornbeam – tree is still rooted but partially failed towards the egress track and is hung up in an adjacent tree. Sheer bomb crack at the base and another tree hung up in it. Fell to ground level. T014- Hornbeam – failed tree in T013. Fell to ground level. T015 – Ash- Class 3 ash die back with historic visual evidence of limb failure over the main highway. Fell to ground level. T016 - Ash – Class 2 ash dieback. Remove all deadwood over the highway in excess of 25mm and reduce the crown % affected with dieback to live growth in line with the Tree Council Best Practice. T020 – Ash - T015 – Ash- Class 3 ash die back with historic visual evidence of limb failure over the main highway. Fell to ground level.

26/01019/LB - Lower Lodge, Williamscot. Erection of two extensions and associated engineering work.

26/01046/TCA - Wardington House, Banbury Road Through Wardington, Wardington. T1 Yew - Crown reduce by 2 metres all round to relieve end weight on structure. Deadwood and general crown clean to improve appearance.

9.Planning decisions received

24/00807/F - OS Parcel 0927 East Of And Adjoining, Wardington Road, Wardington. New offices and agricultural buildings for a new agricultural seed facility, including access road, parking, landscaping, and associated facilities - re-submission of 23/01164/F. **Approved.**

25/02634/F and 25/02635/LB – Wisteria Cottage, Wardington. Rear single storey extension to form shower room and snug. **Approved.**

26/00044/OUT – Tuthill Park, Banbury Road Through Wardington, Wardington. Car storage, workshop and offices. **Approved.**

26/00571/TCA – Old School House, Street from centre to north west, Williamscot. T1. Taxus baccata Fastigiata - Height reduction by 4 metres approx. in order to lower to the same level of adjacent hedge (Taxus baccata). **Approved.**

10.To consider a response to the consultation regarding the reduction of the speed limit on the A361 near Williamscot

11. Proposal to renew the annual parish insurance with Zurich at a cost of £599 (same price as previous year)

12.Finance

- 12.1 To confirm completion of the final quarterly (Jan to Mar) Internal Control Check for the 2025-26 financial year
- 12.2 To note the bank balances and cashbook balances as at 06.05.2026

Bank balances

| | |
|--------------|-------------------|
| PC Current | £960.24 |
| PC Savings | £30,626.19 |
| Total | £31,586.43 |

| | WPC Main | Williamscot | Total |
|---|------------|-------------|-------------------|
| Cashbook balances as at 06.05.2026 | £22,778.15 | £8,808.28 | £31,586.43 |

12.3 To note and approve payment of the following invoices already paid using delegated powers:

| | | | |
|----------|--------------------------|------------------------------|---------|
| 28.04.26 | Wardington Memorial Hall | Hall hire May to Nov 2025 | £106.56 |
| 28.04.26 | CDC | Half yearly dog bin emptying | £492.49 |
| 28.04.26 | Parish Magazine Printing | Warbler printing May | £438.70 |
| 28.04.26 | N J Chadwick | Internal Audit 25-26 | £100.00 |
| 28.04.26 | Kirsty Buttle | Salary Apr 26 | £416.82 |

| | | | |
|----------|------------|----------------|---------|
| 28.04.26 | HMRC | Tax and NI Apr | £121.58 |
| 30.04.26 | NEST | Pension Apr | £20.00 |
| 30.04.26 | Unity Bank | Account fee | £7.00 |

12.4 To note the following receipts:

| | | | |
|----------|------------|------------|-----------|
| 31.03.26 | Unity Bank | Interest | £134.26 |
| 08.04.26 | HMRC | VAT refund | £801.46 |
| 14.04.26 | CDC | Precept | £7,050.00 |

12.5 To approve payment of the following invoices:

| | | |
|------------------|---------------------------------|---------|
| NR Prickett | Grass cutting 14th and 30th Apr | £948.00 |
| Zurich Municipal | Annual parish insurance | £599.00 |

12.6 To agree the following regular payments list from the 2026/27 agreed budget delegating authority to the clerk to make payments to relevant suppliers up to the budget total. All payments will need to be authorised online by 2 councillors in order for the payment to be made

| Budget Line | Total budget value |
|---------------------------------------|--------------------|
| Clerk's Salary & Tax | £6,528.00 |
| Room Hire | £250.00 |
| Insurance | £650.00 |
| Administration | £170.00 |
| Bank Charges | £80.00 |
| Audit | £100.00 |
| Training | £200.00 |
| S137 | £50.00 |
| Subscriptions and donations | £350.00 |
| Playground Inspection and Maintenance | £750.00 |
| Dog Bin Emptying | £800.00 |
| Grass Cutting | £3,948.00 |
| Village Maintenance | £300.00 |
| Warbler Printing | £1,650.00 |

13. Annual Governance and Accountability Return 2025-26

- 13.1 To receive the Internal auditor's report, agree any actions to be taken and to appoint an internal auditor for the current financial year
- 13.2 To complete and approve the annual governance statement for the 25/26 audit
- 13.3 To approve the accounting statements for the 25/26 audit
- 13.4 To approve completion and signing of the AGAR Certificate of Exemption for 25/26
- 13.5 To agree the dates for the notice of public rights – proposed dates are Wednesday 3rd June to Tuesday 14th July 2026

14.To re-adopt the following policies/documents with no changes made:

- 14.1 Biodiversity Policy
- 14.2 Code of Conduct
- 14.3 Complaints Procedure
- 14.4 Data Breach Policy
- 14.5 Data Protection Policy
- 14.6 Disciplinary Policy
- 14.7 Financial Regulations
- 14.8 Freedom of Information Policy
- 14.9 GDPR Privacy Notice
- 14.10 Grievance Policy
- 14.11 IT Policy
- 14.12 Records Retention Policy
- 14.13 Risk Assessment
- 14.14 Role Holder Privacy Notice
- 14.15 Scheme of Delegation
- 14.16 Sexual and General Harassment Policy
- 14.17 Standing Orders
- 14.18 Subject Access Request Procedure

15.To approve the following updated policies:

- 15.1 Financial Control and Internal Audit Procedure
- 15.2 Publication Scheme

16.Information exchange

Date of next meeting – 23rd June 2026



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7th May 2026