

Wardington Parish Council

Minutes of the Annual Meeting of the Parish Council held on Tuesday 12th May 2026 at 7:30pm in the Lady Wardington Room at Wardington Village Hall

Present: Cllr R Jarrett (Chairman), Cllr M Patterson, Cllr M Chivers, Cllr G Page, Cllr E Batchelor, Cllr N Banks.

In attendance: Clerk, 0 members of the public.

1.Apologies for absence - Apologies received - Cllr Sarah Meek. Apologies accepted – None.

2.Members’ declarations of interest for items on the agenda – None.

3.Public participation session – None.

4.To approve the minutes of the Parish Council (PC) meeting held on 17th March 2026 - The minutes were proposed, agreed, and duly signed.

5.Outstanding matters/actions from previous meetings

- 5.1 Update re flooding on Thorpe Road outside Sabins – The Manor has put in a diverter pipe so it is hoped that the problem may now be resolved. **Clerk to stop chasing Cherwell District Council (CDC) and Oxfordshire County Council (OCC) unless councillors advise that the flooding has returned.** Concerns were raised by a councillor that National Grid have laid a conduit pipe to put in an electrical cable, around 2 metres in on the field behind The Manor wall, and they are hoping it hasn't damaged the pipe that has been put in to divert the water. **Clerk to inform Cllr Chris Brant about the National Grid pipe.**
- 5.2 HS2 update – None.
- 5.3 Update re concerns raised about the state of the A361 through Wardington – Despite chasing OCC for information about plans for repair, no further update has been obtained. OCC has responded advising that it is unlikely that the HS2 road repair fund could be used to repair the road. It was agreed that the **Clerk should send photos of the problems on the road to the MP and ask him to help get this sorted asap** as it is a significant safety issue, particularly on the bend where there is a large pothole.
- 5.4 Update re flooding issues in Williamscot – OCC advised the Clerk that the issue is not theirs and that Thames Water should be contacted. Cllr Batchelor contacted Thames Water who sent someone out to have a look at the issue and they advised that it is not their responsibility and they have e-mailed OCC to explain why it is their responsibility. **Cllr Batchelor and his neighbours will continue to chase OCC about this.**

6.Play Area

- 6.1 Update re play equipment safety inspections and repairs - The April inspection has taken place and no issues have been found on the equipment, but the person who completed the inspection did ask whether it would be worth moving one of the litter bins further away from the fence due to people using it for dog waste. After some discussion it was agreed to leave the bin where it is. The minor playground repairs still haven't taken place. It was agreed that **Cllr Page should chase up the contractor** but if the repairs are not completed by the next annual inspection, a new contractor should be instructed.

7.Concerns raised about the state of the pavements in the parish – Resident to report on Fixmystreet.

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. **No objection.**

26/01019/LB - Lower Lodge, Williamscot. Erection of two extensions and associated engineering work. **No objection.**

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. **No objection.**

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 – It was agreed to object to the proposals for the following reasons:

- While Oxfordshire County Council suggests that a lower speed limit will improve safety for cyclists, Wardington Parish Council remains deeply concerned. Given the road's history of significant accidents, we believe it remains inherently unsafe for cycling even at 40 mph. Our primary fear is that a reduced limit may create a 'false sense of security,'

encouraging cyclists to use a high-risk route and potentially leading to an increase in serious incidents.

- The recently installed Vehicle Activated Signs (VAS) are already proving effective. By providing real-time 'slow down' warnings at key approach points, these signs successfully moderate driver speed exactly where it is needed most. We believe this targeted intervention is a more than sufficient solution for managing safety through the bends.
- Local precedents, such as the B4525 junction near Helmdon, demonstrate that lowering speed limits to 40 mph does not inherently prevent accidents. In practice, these changes often incite driver frustration; motorists accustomed to the previous 50 mph limit frequently engage in tailgating or dangerous overtaking when encountering slower traffic. While we do not condone such aggression, we must account for human psychology. A lower speed limit alone cannot override established driving habits, and ignoring this behavioural reality may inadvertently increase the risk of collisions.
- Research into driver behaviour indicates that compliance is highest when speed limits are perceived as credible and consistent with road conditions. When limits are viewed as arbitrary or disconnected from the reality of the environment, motorists often default to their own 'comfortable' speed. Local sentiment already reflects this disconnect; many regular users believe the current proposals ignore personal accountability and road geometry. Implementing a limit that lacks local buy-in risks eroding general respect for traffic regulations, leading to lower compliance and increased safety risks for all road users.

11. Proposal to renew the annual parish insurance with Zurich at a cost of £599 (same price as previous year) – Proposed and agreed. Clerk to arrange payment.

12. Finance

- 12.1 To confirm completion of the final quarterly (Jan to Mar) Internal Control Check for the 2025-26 financial year – Cllr Bob Jarrett Confirmed the check has taken place and all was found to be in order.
- 12.2 To note the bank balances and cashbook balances as at 06.05.2026 – Noted.

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: Proposed and agreed.

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: Noted.

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: Proposed and agreed.

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 – Proposed and agreed.

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 - The Internal Auditor's Report was received with no issues raised. It was proposed and agreed to appoint Nick Chadwick as the Internal Auditor for the 26-27 financial year.

- 13.2 To complete and approve the annual governance statement for the 25/26 audit - It was proposed and agreed to tick 'yes' to all statements except statement 9 which is 'not applicable' and for the Chairman and Clerk to sign the document.
- 13.3 To approve the accounting statements for the 25/26 audit - It was proposed and agreed to approve the Accounting Statements and for the Chairman to sign the document.
- 13.4 To approve completion and signing of the AGAR Certificate of Exemption for 25/26 - It was proposed and agreed to complete and sign the Certificate of Exemption.
- 13.5 To agree the dates for the notice of public rights – proposed dates are Wednesday 3rd June to Tuesday 14th July 2026 - Proposed and agreed.

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

- 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: Proposed and agreed.

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

16.Information exchange – A meeting has been held with the Chair of Trustees of Wardington Memorial Hall and he advised that they are struggling to get the new lease for the play area sorted due to changes they are working on in relation to the deeds, and the change to the status of the charity that is currently in progress. It was agreed that the PC would accept a letter stating that the current agreement will continue for the time being but this letter is needed within the next month so the PC know whether to instruct the annual play inspection or whether this will be taken on by the Memorial Hall Trustees, and the PC would like the final confirmed lease within 6 months. **Cllr Bob Jarrett to inform the Trustees' of the PC's decision.**

Williamscot residents have asked why the white road markings were repainted and then the road resurfaced a day later resulting in the white markings no longer being visible, and they are concerned about the waste of public funds spent on getting the lines repainted. It is believed that this was an error caused by the two teams (line markings, and road resurfacing) not communicating their timetables. **Clerk to e-mail Highways to ask them to get the road**

markings repainted asap as them not being there is a safety issue, and to advise them that the stones laid on the road are now starting to block the drains in the area.

Meeting closed @ 8:59pm

Date of next meeting – 23rd June 2026

Signed..... Date.....

DRAFT