



Minutes of Hanborough Parish Council
2026/01/168

At the Meeting of the Parish Council held at 7:00pm on Tuesday 13th January 2026 at The Methodist Hall, the following were present: Richard Devereux-Cooke (chair), Michael Franklin, Richard Fuller, Steve Nicholls, Steve Page, Errol Taylor, Lucy Tritton.

In attendance Adrian Edwards, Responsible Financial Officer (RFO) and Jon Gammage (clerk).
Also in attendance County Councillor Liam Walker and District Councillors Lidia Arciszewska and Roger Faulkner.
Members of the public attending: Four members of public attended.

163. Public participation session:

163.1. Pinsley Wood maintenance: Action: Chair to invite James Hunter or Blenheim representative to a future meeting.
163.2. Cemetery: Two residents attended to raise an issue with a plot in the cemetery which is subsiding and the residents ask Council to fund ongoing maintenance. It has previously been brought to Councils attention and Council declined to help as it understands that it is not responsible for individual plots once sold. The residents would like to commission and fund a survey of the area around their plot to see if there is a wider problem.

Action: Clerk to add agenda item to consider residents request to complete a survey of the area around the plot.

163.3. Councillors received a summary, presented by a representative of the Cricket Club, of a proposal for the new cricket nets shown on the Pinsley Meadow plan. Funding support is requested from PC and the group intends to explore other grants and funding opportunities including WODC Westhive crowd funding. A number of councillors voiced their support for the project.

Action: Clerk to add agenda item to consider PC funding and/or applications for the project.

164. To receive apologies for absence: Received from Rod Fraser.

165. To receive declarations of pecuniary interest from councillors relating to agenda items: None.

166. To sign, as a correct record, the minutes of the meeting held on 9th December 2025.

RESOLVED: That minutes of the meeting be approved and signed as a correct record by the chair.

167. Matters of report arising from the previous minutes:

167.1 (146.1) PC website: The clerk reported that the site is largely populated with content and further discussions about handling email will be held. Councillors suggested further content to be added.

167.2 (146.2) Benches: Action: Clerk to commission our local handyman to install a concrete base at allotments.

167.3 (146.3) Church Hanborough bespoke grass cut: The clerk has sent details of proposal to Ubico. No update.

Action: Clerk to chase Ubico to quote.

167.4 (147) George and Dragon hedge: The clerk reported that the pub has agreed to cut hedge but not yet done.

167.5 (152) Tennis court use sign: The clerk showed a sign and councillors agreed to order a second one.

Action: Clerk to order.

167.6 (156) Recreation Hall storage: The clerk reported that a letter has been sent to the committee confirming the PC offer and a response is expected after they next meet on the 15th.

168. Report of County and District Councillors:

District Councillor Lidia Arciszewska reported that local elections will go ahead in May, on potential savings from combining waste and recycling services with other county/district councils, and on Grampian conditions applied to planning consents with conditions set for Thames Water to provide adequate water supply and waste disposal. These are listed on the WODC website.

Note: Grampian conditions are a type of planning condition used by local planning authorities to control when a development can proceed. They are named after the Grampian Regional Council case that established them.

District Councillor Faulkner reported on the flooded path in Regent Drive, progress on the white gate repairs and a request for basketball nets to be installed at the MUGA. Action: Clerk to add basketball nets to the next agenda.

County Councillor Liam Walker reported on the Fire and Rescue Service consultation, the household waste recycling booking system starting, road closures and ongoing frustration with pot hole repairs.

169. To consider coopting vacancies on Council: The clerk reported on a potential candidate.

Action: Clerk to introduce to Cllr Tritton for informal chat about the role.

170. To receive an update on the hub project: Cllr Nicholls reported that ecology report was accepted by WODC and a decision will be made soon, perhaps by 23rd January. It was agreed to have a hub group meeting once this is received to agree options and next stages.

171. To consider any costs relating to hub required to progress the project: None at this stage.

172. To agree specifications for maintenance of the war memorial garden: The clerk reported that no volunteers had come forward and that Ubico are interested in quoting for the work.

Action: Cllr Tritton will prepare a work specification and the clerk will seek quotes.

173. GWR Community Improvement Fund: To consider ideas of a rail-related project we could bid for:

Councillors discussed a possible map, similar to the one in Riely Close.

Action: Cllr Tritton to contact GWR.

Action: Clerk to put a annual reminder in for November and to update contact details at GWR.

174. Youth volunteers Duke of Edinburgh: Cllrs discussed risks around organised PC work and agreed to prepare a list of the sort of volunteer activities that could be undertaken without PC involvement or approval.

Action: Clerk to check with OALC for guidance.

175. To discuss roadside vehicle selling and state of roads with County and District Councillors: It was noted that rules apply but are different depending on if cars are beige sold privately or by a business.

176. To start scoping and planning the Annual Parish Meeting: Cllrs agreed to hold the meeting on 14th April after the ordinary meeting assuming that the Pavilion is available. Cllrs will give thought to ideas to make the meeting more appealing. Action: Clerk to check hall availability.

177. To consider Party at the Pav 2026 financial support: Item deferred to next month.

178. To consider quote for Hurdeswell bush removal: Quote presented for £350 to remove and stump grind the large pyracantha shrub overhanging the footpath.

RESOLVED: To accept quote for £350.

Action: Clerk to notify contractor.

179. Planning:

179.1. The planning application report was circulated before the meeting and responses agreed as follows.

Application Number	Address	Details	Parish Council Response	Decision
	Eynsham Garden Village	Garden Village		
24/01591/FUL	The Pavilion Roosevelt Road Long Hanborough	Demolition of existing changing room block. Erection of an extension to existing sports and social block and construction of a new changing room block	No Comments	
25/02097/LBC	The Rectory Farmhouse Pigeon House Lane Church Hanborough	Alterations to existing Farmhouse to include replacement windows and works to chimney stacks. Conversion of former garage, and store areas to provide additional ancillary accommodation, Installation of PV panels to the roof of the existing double garage, and garden works around the house including hard and soft landscaping, erection of outdoor covered kitchen, sauna and hot tub, and provision of car parking spaces and associated works	No Comments	Approved
25/02822/S73	The Steamworks 240 Main Road Long Hanborough	Variation of conditions 2 and 12 of planning permission 24/00343/FUL to accommodate 3 additional parking places and relocation of Air Source Heat Pump		
25/02666/HHD	12 New Road Long Hanborough Witney	Erection of a single storey extension to the front of the property		
25/01859/HHD Appeal	Folly Bridge, Bladon	Single Storey Rear Extension		
25/01638/HHD Appeal	Maple House 9 Witney Road Long Hanborough	Erection of Shed		

179.2. Large scale developments: None.

180. Working Groups:

Cllr Tritton reported on Pinsley Meadow progress with current discussions around the circular bench design.

Cllr Franklin noted that the Neighbourhood Plan is about halfway through and aiming to complete by the year end.

181. Financial Matters:

181.1. The Business Working Group had not met.

181.2. The monthly financial summary & bank reconciliation was circulated before the meeting.

118.3. To approve the monthly payment schedule & any necessary transfers between council accounts.

Receipts:

Peter Smith & Sons	Cemetery Fees	1,395.91
Greens Funeral Services	Cemetery Fees	1,290.00
Unity Trust Bank	Interest	779.49

Payments:

RESOLVED: To make bank transfer payments of the following Schedule of Accounts.

Bank Charges			8.25
OALC		Training	78.00
Lucy Tritton		Plants	74.72
Simple Websites UK		Website	450.00
A Edwards		Salary	
Expenses:	5.50		
G Woods		Salary	
J Gammage		Salary	
Expenses:	9.00		
Amazon:	25.62		
Signomatics:	79.68		
Amazon:	25.63		
H M Revenue & Customs		PAYE	818.52
Oxfordshire County Council		Pension	571.00
Long Hanborough Methodist Church		Room Hire	84.00
Luciana Ecology Ltd		Community Hub	180.00

182. Report of Clerk: None.

183. Miscellaneous items from Members: Cllrs wanted to understand what action, if any other councils undertook to grit their areas in cold weather.

Action: Clerk to investigate.

The next ordinary meeting will be held on Tuesday 10th February at 7:00pm in the Memorial Hall. The meeting was closed at 9:15pm.

The Chair. 10th February 2026