



Minutes of Hanborough Parish Council
2026/02/169

At the Meeting of the Parish Council held at 7:00pm on Tuesday 10th February 2026 at The Methodist Hall, the following were present: Richard Devereux-Cooke (chair), Michael Franklin, Rod Fraser, 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 Councillor Roger Faulkner.

Members of the public attending: Three members of public attended.

184. At the request of Cllr Devereux-Cooke Cllr Page was elected to chair the meeting.

185. Public participation session: None formally requested but a member of the public did address Council about the matter of subsidence affecting a headstone in the cemetery. Council affirmed its previous position and decisions on this matter. See item 191 below.

186. To receive apologies for absence: Received from District Councillor Lidia Arciszewska.

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

188. To sign, as a correct record, the minutes of the meeting held on 13th January 2026.

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

189. Matters of report arising from the previous minutes:

189.1 (167.2) Benches: Action: Clerk to commission our local handyman to install a concrete base at allotments.

189.2 (173) GWR Community Improvement Fund: Cllr Tritton reported that an application has been submitted.

189.3 (156) Recreation Hall storage: The clerk reported that the Hall Committee will contact the RFO initially about funds to support the removal of the existing structure. This could come from what we hold for them depending on costs. Their preferred replacement remains something other than a container.

190. Report of County and District Councillors:

County Councillor Liam Walker reported on his work to improve performance on pothole repairs, the 5% increase in the OCC budget and a OCC/GWR feasibility study on expanding the station car park.

District Councillor Faulkner reported on the local government reorganisation consultation and closure of some public toilets across the district.

191. To consider completing a ground survey of part of the cemetery or granting permission for a resident to: The clerk had circulated a briefing confirming our understanding that individual plots are the responsibility of the owner unless it is a wider issue. In this case there is no indication that neighbouring plots or memorials are affected. Councillors were very sorry not to be able to support in this case but it would set a precedent. It was agreed to pass contact details of a contractor who could make good the plot to the resident.

192. To consider coopting vacancies on Council: The clerk introduced a member of the public interested in joining council. Action: Cllr Tritton to meet for an informal chat about the role.

193. To receive an update on the hub project and consider any costs relating to hub required to progress the project: Cllr Nicholls reported that planning permission has been granted. Discussions have been held with the architect about revising the plans, as discussed in recent months, to something more affordable with options for further development as funds allow. Cllr Nicholls presented a couple of options which include an outdoor covered area which could be enclosed in the future. The next stage will be a revised or new planning application.

Action: Cllr Nicholls, Devereux-Cooke and Page to discuss ideas with planning officers.

Action: Cllr Nicholls to instruct architect not to do any further work at this stage.

Action: RFO to clarify procurement regulations for larger contracts and clerk to locate architect contract.

194. To consider quotes for maintenance of the war memorial garden: The clerk presented 2 quotes for initial then regular gardening work around the War Memorial.

RESOLVED: To accept the lowest quote of £295, then £55 per visit.

Action: Clerk to notify contractor.

195. To plan the Annual Parish Meeting: Councillors agreed that the ordinary meeting will have a short agenda and start at 6pm on the 14th April. The clerk confirmed the hall is booked. The annual parish meeting will be then held at

7pm. Cllrs agreed that the format will be different this year with less about the Parish Council and more about the parish. There will also be refreshments provided either by Parish Council or by opening the bar.

Details to be confirmed but the Hanborough Nature Recovery Network have invited a Blenheim hydrologist to talk about work to improve the water quality of the River Evenlode. An update on the Neighbourhood Plan, latest plans to enlarge and develop the Pavilion into a community hub and the developments at Pinsley Meadow are proposed.

Action: Clerk to draft an agenda and follow up on Blenheim attendance.

196. To consider financial support for the Party at the Pav September 2026: Parish Council are keen to support this popular community event. It's planned for the first weekend in September.

RESOLVED: To provide a grant of £1000.

197. To consider a grant request from the Cricket Club and/or support with grant applications: PC is very supportive of the fund raising activities by the Cricket Club for developing a cricket net area on the northern corner of Pinsley Meadow. Council is unable to provide the funds requested but will support with ground preparation and future purchase of the nets. The ground works will be undertaken as part of the Pinsley Meadow work when appropriate plant is on site.

RESOLVED: To purchase cricket nets when the site is ready up to £7500.

Action: Cllr Tritton to discuss timing of on site works with the clerk and Cricket Club.

198. To consider purchasing basketball nets:

RESOLVED: To purchase basketball nets and spares up to £100.

Action: Clerk to order.

199. To consider a general Pit area tidy up: Cllr Tritton agreed to scope out work to clear and tidy up the area.

200. To discuss allotment vandalism and replacement of stolen water troughs: Cllrs noted a recent spate of vandalism and the police have been contacted and will visit the site on a regular basis. It was agreed to report this in the Hanborough Herald.

Action: Clerk to add to the March agenda.

201. To receive an update on Pinsley Meadow and budget: Cllr Tritton reported on progress and requested budget to complete the works. Installing water is one of the key remaining costs. Cllrs all agreed that Cllr Tritton is making great progress with the area and thanked her and the team of volunteers and helpers for their efforts.

RESOLVED: To commit £16,000 to complete this phase of work.

202. To consider costs to collect grass cuttings from Church Road: Item deferred to March.

203. Planning:

203.1. 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	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		Approved
25/02666/HHD	12 New Road Long Hanborough Witney	Erection of a single storey extension to the front of the property		Approved
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		
26/00099/HHD	39 Main Road Long Hanborough	Formation of two car parking bays in part of the front garden, a new access onto the public highway, and associated works		
26/00118/SCREEN	Land South Of Main Road Main Road Long Hanborough	EIA Screening Opinion request for development of up to 600 dwellings, including affordable housing, public open space, and associated hard and green infrastructure.		
26/00139/HHD	19 Pittick Close Long Hanborough	Erection of single storey front extension.		

203.2. Large scale developments:

26/00118/SCREEN - Land South Of Main Road Main Road Long Hanborough
EIA Screening Opinion request for development of up to 600 dwellings, including affordable housing, public open space, and associated hard and green infrastructure.

Councillors reviewed a draft response circulated ahead of the meeting and agreed to submit it following some minor changes and reordering of content.

Action: Cllr Franklin to update, circulate and submit.

204. Financial Matters:

204.1. The Business Working Group agreed to arrange a meeting before 10th March.

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

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

Receipts:

Allotment rents 27.00

Payments:

RESOLVED: to approve the monthly payments and transfers presented by the RFO and considered by Council.

Bank Charges		Salary	8.55
A Edwards		Salary	
Expenses:	5.50		
G Woods		Salary	
J Gammage		Salary	
Expenses:	9.00		
Signomatics:	68.39		
Fasthosts:	256.75		
H M Revenue & Customs		PAYE	818.72
Oxfordshire County Council		Pension	571.00
Theresa Goss		Internal Audit	187.50
Slatters Cricket and Play		MUGA maintenance	459.90

GoGreen Hanborough RS Components 1,198.80

205. Working Groups:

Cllr Tritton reported on Pinsley Meadow progress and a pending application for s106 funds for the wooden/concrete bench incorporating mosaic artwork at the centre of a mindfulness labyrinth.

Action: Clerk to create a space on the new website for photographs of the area.

Cllr Franklin reported on Neighbourhood Plan progress.

206. Report of Clerk: The clerk reported that a section of fence on Hurdeswell has rotted and has been removed

Action: Clerk to seek quote to replace.

207. Miscellaneous items from Members: It was noted that the Examining Authority examining the proposed Botley West Solar Farm have now submitted their report and recommendations to the Secretary of State for Energy Security and Net Zero. This marks the end of the recommendation stage of the process. The Secretary of State now has up to three months to review the Inspector's findings before making a final decision on whether the scheme will be approved. The Inspector's report and recommendations are not made public at this stage, and West Oxfordshire District Council has not been informed of what recommendation has been made to Government.

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

The Chair. 10th March 2026