



Minutes of Hanborough Parish Council
2026/07/174

At the Meeting of the Parish Council held at 7:00pm on Tuesday 14th July 2026 at The Methodist Hall, the following were present: Matthew Attridge, Richard Devereux-Cooke, Michael Franklin, Richard Fuller, Steve Nicholls (chair), Steve Page, Veronika Pollard, Errol Taylor, Lucy Tritton (vice chair).

In attendance Jon Gammage (clerk), Adrian Edwards (Responsible Financial Officer) and County Councillor Liam Walker.

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

48. To coopt Matthew Attridge to Council and sign Declaration of Acceptance of Office: Councillor Attridge signed the Declaration witnessed by the clerk and submitted a Register of Member Interests. The clerk shared copies of the Financial Regulations & Standing Orders, & offered two dates for attendance at OALC training for new Councillors.

49. Public participation session:

49.1. Cricket Club update on fund raising: A member of the Cricket Club attended to update council on fund raising to date reporting that sufficient money has been raised to install one lane. He noted that the Cricket Club received formal approval of planning permission for the construction of a new two-lane cricket practice facility. Planning ref: 26/00552/FUL. The project cost is £41,120.40 with £30,319.23 raised leaving £10,801.17 remaining. He asked council to consider changing the offer to prepare ground and purchase nets to a cash grant to enable a two-lane facility to be built with completion in March 2027. Councillors congratulated him on the successful fund raising activity.

49.2. Lower Road speed limit proposal: A resident attended to draw councils attention to a review of the Lower Road speed limit which is likely to go out to consultation shortly. She asked PC to support a lower speed limit and noted that PC had supported this in the past and that in 2022 a petition gathered over 500 signatures in support. She also noted that if the limit was reduced to 40mph, the Community Speed Watch Group could monitor the road.

50. To receive apologies for absence: Received from Rod Fraser. Also received from District Councillors Roger Faulkner and Toby Morris.

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

52. To sign, as a correct record, the minutes of the meeting held on 9th June 2026.

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

53. Matters of report arising from the previous minutes:

53.1 (28) Action: Cllr Devereux-Cooke to write to Cumming Anderton Architects.

53.2 (39) Weed clearance work: The clerk reported that he is seeking a quote to clear the area between the fences and along a 1 metre area along two fences. A quote will be presented for approval at the September meeting. Ubico will also be asked to keep this area cut rather than set aside as it currently is.

54. County and District Councillor reports:

County Councillor Walker reported that the application from Blenheim for up to 600 houses near the station could be submitted in September, noted that traffic lights are to be installed at the Lower Road/A40 junction and the OCC have funds to install EV charge points. Councillors asked that the Pavilion be considered as the preferred location.

55. To receive an update on the hub project and consider any costs relating to hub required to progress the project: The chair reported that Blenheim have agreed in principle to help with Project Management and to meet with the chair to discuss North Field development plans. He also noted that there has not been any feedback from WODC Planning on our revised plan for the hub.

56. To consider the draft IT & Bring Your Own Device Policy: Cllr Fuller summarised the draft policy circulated to councillors. Councillors proposed inclusion of a couple of comments covering WhatsApp use & the website.

RESOLVED: To adopt the IT Policy once these comments are included.

Action: Clerk to publish online when adopted.

57. To consider purchase of IT equipment for the clerk and RFO: The draft IT Policy means that council owned IT equipment is not required.

58. To discuss Cricket Club fund raising and review PC support: Councillors discussed the presentation made at the start of the meeting and supported the proposal.

RESOLVED: To rescind the previous resolution (2026/02/169-197) to support the Cricket Club with ground works and net purchase, and instead make a grant of £10,800 from s106 allocation.

Action: RFO to work with Cricket Club on submitting the s106 application.

Action: Cllr Devereux-Cooke to draft a lease for the land occupied by the nets with a peppercorn rent.

59. To sign the letter of engagement for the Internal Audit:

RESOLVED: To that the chair and RFO can sign the letter of engagement.

Action: RFO to complete and send to auditor.

60. To agree the working group members, and roles and responsibilities list: Councillors discussed the groups and made some changes to memberships. It was agreed to confirm the groups at the September meeting and ideally have some ideas from each as to their plans.

Action: Clerk to add as agenda item in September.

Action: All to consider their groups and ideas.

Action: Clerk to contact the resident attending the last meeting with an interest in youth activity.

61. To discuss the final draft of the new Local Plan 2043: Cllr Franklin summarised sections in the draft Local Plan referring to Hanborough. The main references to Long Hanborough are concentrated in the Long Hanborough Area Strategy (pages 197–210). In summary:

- Long Hanborough is identified as a Tier 2 Service Centre, meaning it is expected to accommodate a proportionate level of growth because of its good rail links, services and accessibility. The strategy aims to balance carefully managed development with protection of the village's rural character, landscape setting and separation from neighbouring settlements.
- Hanborough Station is identified as a strategic transport hub. The Plan designates the station area as an Area of Redevelopment Opportunity (Policy LH2) to support improved rail infrastructure, better walking, cycling and bus connections, additional parking, and the potential development of a West Oxfordshire Mobility Hub. A Hanborough Station Strategic Framework is proposed to coordinate future investment.
- A new housing allocation (Policy LH3) proposes up to 300 homes on land west of Hanborough Station, with 40% affordable housing, public open space, green infrastructure and biodiversity enhancements. Development would be required to respect the village's rural edge, provide strong landscaping, improve sustainable transport links, and contribute to infrastructure needed to support both the development and planned station improvements.
- The Plan also removes the previous Myrtle Farm allocation (50 homes) from the adopted Local Plan because the landowner has confirmed it will not be brought forward for development.

Councillors discussed a number of ideas to get some benefit from the plans. Cllr Franklin agreed to gather ideas for response to the consultation which is understood to start in early August.

62. To discuss the Lower Road speed limit: Councillors had mixed views on what speed limit may be appropriate and on what parts of the road, and would like sight of the consultation before committing to support. It was agreed that Councillors should respond individually once the consultation is open.

63. To discuss if and how PC might influence safe cycling routes in the area: Councillors discussed how cycling provision in the area could be improved. It is recognised that infrastructure is expensive to build and there was a perception that it is not well used. Cyclists on council noted that current infrastructure is not maintained with undergrowth partially blocking paths and a lack of cleaning means that debris increases the risk of punctures.

Action: Clerk to contact WODC/OCC about maintenance of the shared use paths.

Quiet lanes are a OCC initiative aiming to improve road safety and encourage active travel on suitable minor roads and lanes, particularly where they are used by walkers, cyclists, horse riders and local communities. They use modal filters (for example bollards, planters, or gates) to remove through traffic, and complementary measures such as signs and speed limit reductions (typically 20 miles per hour). Access is maintained for residents, landowners, and emergency services.

RESOLVED: Councillors unanimously supported submitting an expression of interest application for Pigeon House Lane to be made a quiet lane.

Action: Clerk to submit expression of interest application and ask for County Councillor support.

64. To consider arranging and funding a scything workshop for volunteers maintaining PC land:

RESOLVED: To spend £900 on scything training and equipment from the agreed Pinsley Meadow budget subject to notifying our insurers.

Action: RFO to notify insurers.

65. To discuss how PC may be a recognised as a station consultee/stake holder and therefore, be a member of the Station Strategic Framework Working Group along with others: Noting the draft Local Plan references to the station councillors agreed that it is important that we have a voice on this group.

Action: Cllr Franklin to write to group requesting membership.

66. Planning:

66.1. 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		
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	No Comments	Approved
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.	Detailed response objecting to the development submitted	
26/00552/FUL	The Pavilion Roosevelt Road Long Hanborough	Erection of a 27m x 8m cricket practice net facility on the sports field	No Comments	Approved
26/00904/FUL	Bed And Breakfast The Shepherds Hall Witney Road	Extensive Refurbishment and reconfiguration of all buildings and erection of new single storey timber building.	No Objection.	
26/01196/HHD	9 Bolsover Close Long Hanborough	Erection of a single storey rear extension to replace existing extension, and associated works	No Objection.	
26/01335/FUL	Land South Of Fenlock Road Long Hanborough	Erection of pre delivery inspection and preparation facility comprising smart repair/bodyshop and retail collections with surface level car park for vehicle storage		

66.2. Large scale developments:

67. Financial Matters:

67.1. The Finance Working Group had not met.

67.2. The RFO presented a monthly financial summary & bank reconciliation. Signed by Cllr Devereux-Cooke.

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

Receipts:

Interest 1040.34

Payments:

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

Bank Charges		10.00
Hanborough PCC	Grave & Allotment Rent	150.00
WODC	Grass Cutting	3,369.22
Hanborough Community Association	Room Rent	25.00
Slatter Cricket & Play	MUGA maintenance	459.90
Stevens Landscape	War Memorial	66.00
A Edwards	Salary	
	Expenses:	5.50
	Castle Water	332.30
G Woods	Salary	
J Gammage	Salary	
	Expenses:	9.00
H M Revenue & Customs	PAYE	642.32
Oxfordshire County Council	Pension	533.21
R Belsher	Expenses for Pinsley Meadow	74.17
WODC	Bins	4,178.30
T & A Cox	Trough for Pinsley Meadow	624.00
Liam Barton Agricultural Services	Pinsley Meadow	300.00

For payment in August

A Edwards	Salary	
	Expenses:	5.50
G Woods	Salary	
J Gammage	Salary	
	Expenses:	9.00
H M Revenue & Customs	PAYE	642.12
Oxfordshire County Council	Pension	533.21

68. Working Groups:

NHP Group: Cllr Franklin reported that the regulation 14 consultation is next.

Pinsley Meadow: Cllr Tritton reported that the water supply is connected and trees are being watered. Thanks were recorded for a donation of 25 trees from Cottesway.

69. Report of Clerk: Nothing further to report.

70. Items for inclusion in the Hanborough Herald report: Report already submitted.

71. Miscellaneous items from Members: None.

The next meeting will be held on Tuesday 8th September at 7:00pm in the Methodist Hall. The meeting was closed at 8:45pm.

The Chair. 8th September 2026