HANBOROUGH

Minutes of Hanborough Parish Council
2026/09/175

At the Meeting of the Parish Council held at 7:00pm on Tuesday 8th September 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), County Councillor Liam Walker and District Councillor Roger Faulkner.

Members of the public attending: Five members of public attended along with 2 PCSO's.

72. Public participation session:
72.1 A resident attended to voice concerns about the verges in Milwood End which have been set aside for re-wilding, & reportedly overhang & narrow the pavements at times during the year. The resident asked that the verge to be returned to grass to keep the paths clear and she suggested that there was enough biodiversity in Millwood End without having to have this verge. It was noted that the verge is there to create more pollinator plants and provide more cover for wildlife, such as hedgehogs. There was a discussion around the merits of re-wilding & the need to keep paths clear was accepted.

72.2 Allotments: Our PCSO attended to explain the police response to recent vandalism at the site noting the daily visits being made. She encouraged users of the site to report incidents directly to the Police either by the website or calling 101. 999 should be used if someone is using violence or is threatening to be violent. She noted that more calls in response to incidents will raise the priority & resources allocated. Some specific incidents were raised by those in attendance.
A resident voiced opposition to increasing fees should PC decide to use fees to increase security at the site.

73. To discuss recent events at the allotments: Councillors thanked those attending and agreed that reporting should go directly to the Police in the first instance. Council will continue to monitor the situation.

74. To receive apologies for absence: Received from Rod Fraser. District Councillor Toby Morris did not attend.

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

76. To sign, as a correct record, the minutes of the meeting held on 14th July 2026.
RESOLVED: That minutes of the meeting be approved and signed as a correct record by the chair.

77. Matters of report arising from the previous minutes:
77.1 (53.1) Action: Cllr Devereux-Cooke to write to Cumming Anderton Architects.

78. County and District Councillor reports:
County Councillor Walker reported that the local gov re-org has been paused and that the Pavilion being the preferred location for EV charge points was passed on. At the station 10 additional parking spaces have added along with a pick up/drop off lane to improve traffic flow. Parking fees have been increased. He notes the Pigeon House Lane quiet lane expression of interest and wants to understand the options available. He is also aware of OCC issues relating to transport for Special Educational Needs and Disabilities (SEND) children.

District Councillor Roger Faulkner is also supporting with the SEND transport issues. He noted the Local Plan consultation open to 9th October and government changes to planning which will see more decisions (up 2% to 97%) made delegated powers rather than planning committee. He also reported that the White Gates are finished and ready to be installed shortly.

79. To receive an update on the hub project and consider any costs relating to hub required to progress the project: Cllr Nicholls reported that WODC Planning had indicated that they would have no objection in principle to the plans being amended as discussed. The biodiversity net gain is however complex and needs further investigation. The changing room element of works can proceed. The chair had also had preliminary discussions with a potential management contractor to gather indicative costs ahead of preparing and going out to tender. It was agreed that the working group will meet shortly.

80. To approve the final IT and Bring Your Own Device Policy:
Action: Cllr Fuller agreed to update to cover WhatsApp use, the website and use of AI.

81. To finally agree the working group members, and roles and responsibilities list: Cllr Tritton circulated the list of activities and councillors. Noting that some activities were allocated to individuals, it was agreed that others could be

invited to be involved. Cllr Attridge agreed to to organise a Transport working party group and Cllr Tritton to organise a Young people, Families and Recreation group.
Action: All councillors listed as leads to consider their activity and start to consider what areas they would like to work on. Initial working group meetings can be held. It was suggested that notes or minutes should be taken.

82. To discuss respectful cemetery use: The RFO reported on some recent unpleasant and disrespectful incidents and shared a notice, to be displayed at he cemetery, asking that users respect the area and those visiting it.

83. To consider fence line clearance quote: The clerk presented a quote from the contractor that maintains the Memorial, noting that he has also asked Ubico to cut close to the fences in future.
RESOLVED: To accept the quote of £295.
Action: Clerk to notify contractor.

84. To consider ChatGPT subscription: Councillors noted that Claude AI is a little cheaper than ChatGPT and supported potential uses such as indexing past council minutes.
RESOLVED: That the clerk subscribe to Claude AI at £180/year.

85. To note location of future meetings: Councillors confirmed using the Methodist Hall for ordinary meetings and the Pavilion for the Annual Parish Meeting.

86. To agree four sites for their various values to be designated as Local Green Sites in Hanborough to go into the Neighbourhood Plan (NHP): Councillors discussed and noted the 4 sites proposed for inclusion in the NHP, namely Myrtle Farm, old quarry at Manor House, land adjacent to Regent Drive with ancient ridge and furrow, and the site of the potential CEG development.

87. To discuss the former MOD houses, residents concerns and a Neighbourhood Plan objective that these should be returned to use before further build: Councillors discussed and agreed in principle to this objective.

88. To agree statement by Parish Council objecting to the outline planning application by CEG/Blenheim Pye to build 600+ houses on land South of Hanborough Station: Councillors agreed that they will need sight of any application before considering a response or view.

89. To receive an update on a meeting with OxRail and OCC re station upgrading: Cllr Franklin presented a verbal report on a meeting with OxRail and noted 3 possible phases for improvement.

90. To discuss the final draft of the new Local Plan 2043 and agree a response to the consultation: Cllr Franklin circulated a draft response to the Local Plan consultation which closes on 9th October. He summarised the contents which focuses on strongly objecting to Policy LH3, which would allocate up to 300 new homes on land west of Hanborough Station in Long Hanborough.

The core argument is that Long Hanborough has been wrongly classified as a "Tier 2 Service Settlement," overstating its services, facilities and transport links relative to what further large-scale growth would need. HPC's objection to the 300-home allocation rests on several grounds: the plan leans too heavily on

- Hanborough Station's rail links, which currently run only one train per hour and depend on unfunded, aspirational upgrades;
- the village has already grown roughly 35% in a decade, with a further 150 homes at North Field still to be built, meaning the population could reach 4,700–5,400 (effectively small-town scale);
- the local sewage works (Church Hanborough STW) is already over capacity, with a planning condition blocking occupation of new homes until upgrades happen on no fixed timeline;
- traffic evidence is outdated (based on 2019 surveys); and school, childcare and parking capacity near Manor Primary School are already strained.

Ecologically, the response flags that neighbouring Pinsley Wood supports 14+ bat species (including the rare Bechstein's bat) and is being considered by Natural England for SSSI status, per a supporting statement from Professor Alex Rogers (Oxford University) appended to the document.

HPC also argues the plan ignores the cumulative impact of the nearby Botley West Solar Farm proposal (which would cover ~30% of the parish), welcomes the deallocation of Myrtle Farm, notes ~25 vacant ex-MoD homes at Becketts Close that could be used before building new ones, and suggests WODC's overall housing need (currently ~18,000 homes) may fall if Oxford-related housing shifts to a proposed Greater Oxford Authority.

The conclusion: HPC wants the 300-home allocation at Long Hanborough removed from the Local Plan entirely, citing insufficient evidence that the village can sustainably absorb it.
RESOLVED: To submit the response to WODC.
Action: Cllr Franklin to submit response and share with District Councillors.
Cllrs recorded thanks to Cllr Franklin for the work done on preparing the response.

91. To receive a report on the annual play facilities inspection: The annual external facilities inspections of our sites was summarised by the clerk. All areas were reported as low level green except for inspections and maintenance suggested for the zip line and outdoor gym at orange risk. These both had maintenance and inspections 2 years ago. The clerk will prepare work packages for the two suppliers to cover these and other low risk works with a view to presenting quotes and a future meeting. There were no high risk red reports.
Action: Clerk to prepare work packages and contact suppliers.

92. To discuss speed limits in Long Hanborough: Cllrs reported that some residents had asked for a review of the 30mph limit in residential areas. It was agreed that this would be a suitable activity for the transport/highways working group to consider in the first instance.

93. To note the new NJC pay scales 2026-27: Councillors noted the new pay scale and officers salary increase of 3.3%.

94. To agree to support Witney Infrastructure Neighbourhood Group (WING) in the submission of a response to WODC Planning 24/00482/OUT that provides a detailed and evidence-based challenge to Oxfordshire County Council's consultation response dated 10 July 2026: It is understood that WING have already submitted their response to the consultation. Council did not feel close enough to the detail on this and agreed no response.

95. To note that a draft of WING's document has been circulated to the ten councils that make up the WING collaboration. Hanborough Parish council has reviewed this draft and agrees fully with the contents of it: Council did not feel close enough to the detail on this and agreed no response.

96. Planning:
96.1. 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	Requires Environmental Impact Assessment
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.	Approved
26/01196/HHD	9 Bolsover Close Long Hanborough	Erection of a single storey rear extension to replace existing extension, and associated works	No Objection.	Approved
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	No objection	
26/01668/HHD	Myrtle Farm House 1 Main Road Long Hanborough	Conversion of rear garage/store into additional living space with single storey link extension to main house and other improvements	No objection	
26/01669/LBC	Myrtle Farm House 1 Main Road Long Hanborough	Conversion of rear garage/store into additional living space with single storey link extension to main house and other improvements	No objection	
26/01750/HHD	Maple House 9 Witney Road Long Hanborough	Construction of detached timber boarded, flat roofed shed.	No objection	
26/01933/HHD	The Gables 42A Witney Road Long Hanborough	Erection of a single storey rear extension, partial conversion of garage to utility room with addition of window to the side elevation, and associated works.	No objection	
26/02044/ADV	North Oxford Garage Ltd Main Road Long Hanborough	Erection of an internally illuminated fascia sign, an internally illuminated logo to the building cladding, an internally illuminated freestanding pylon sign, and a non illuminated freestanding welcome sign		

96.2. Large scale developments:
Action: Clerk to add an agenda item to receive an update on North Field development plans.

Cllr Devereux-Cooke reported that the Botley West decision had been postponed to 10th November and that the applicant had appointed new consultants. There has been a reduction in area and resulting generating capacity. It was agreed that Cllr Devereux-Cooke would draft a response as interested parties have until 4th October to send in further responses.

97. Financial Matters:
97.1. The Finance Working Group had not met.
97.2. The RFO presented a monthly financial summary & bank reconciliation. Signed by Cllr Attridge. Council was also presented with the budget report which was agreed.

97.3. To approve the monthly payment schedule & any necessary transfers between council accounts. Cllr agreed to change the PWLB direct debit to the Unity account.

Receipts:

VAT Claim		3,648.52
Banbury Memorials		270.00
Greens Funeral Services		645.00
Greens Funeral Services		270.00
Greens Funeral Services		135.00
Oxfordshire County Council	Grass Cutting Grant	2,369.13

Payments:

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

Bank Charges			8.65
Bank Charges			9.55
Methodist Church	Grave & Allotment Rent		84.00
Stevens Landscape	War Memorial		132.00
Playsafety Limited	Playground Inspection		531.60
Nicole Clough	Scythe Training		480.00
Rebecca Paton	Pinsley Wood Mosaic		350.00
A Edwards	Salary:		
	Expenses:	5.50	
	Castle Water	108.99	
	Hose and Reel	154.90	
	Scythe Cymru	368.00	
	R Fuller AGM expenses	114.66	
	Postage	5.40	
G Woods	Salary:		
	Expenses	9.49	
J Gammage	Salary:		
	Expenses:	9.00	
H M Revenue & Customs	PAYE		846.04
Oxfordshire County Council	Pension		638.83
WODC	Grass Cutting		8,799.57
Moore	External Audit		756.00
Against the Grain	Benches for Pinsley Meadow		8,996.00
Hanborough Herald	Grant/Publicity		1,291.32

98. Working Groups:

Pinsley Meadow: Cllr Tritton reported that the mosaic benches have been installed and Council recorded thanks to Jack Thorne and all the volunteers involved.

99. Report of Clerk: Nothing further to report.

100. Items for inclusion in the Hanborough Herald report:

101. Miscellaneous items from Members: None.

The next meeting will be held on Tuesday 13th October at 7:00pm in the Methodist Hall. The meeting was closed at 9:00pm.

The Chair. 13th October 2026