

AMBROSDEN PARISH COUNCIL

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Minutes of the Parish Council meeting held on Thursday 19 February 2026 at 7.30pm in Ambrosden Village Hall

Councillors present: Cllr Maureen Cossens, Cllr Tariq Ditta, Cllr Joe Holdway, Cllr Peter Jackson, Cllr Dawn Seaward (Chair)

In attendance: The Clerk, Jane Olds; Cllr Nick Cotton (OCC / CDC); Cllr Chris Pruden (CDC) (left 8.12pm); St Mary's PCC Treasurer; 7 members of the public

Apologies: Cllr Katy Taylor and Cllr Terry Taylor

1. Chair's Welcome

The Chair opened the meeting.

2. To receive apologies for absence

The Council noted apologies from Cllrs Katy and Terry Taylor.

3. Requests for Dispensations, Declarations of Interest, Gifts and Hospitality

No declarations of interest had been received.

4. To facilitate public participation with regard to items on the agenda

St Mary's PCC Treasurer raised concern from the Church that the Council would not be providing funding for the Churchyard Grass cutting. The Council reassured the Treasurer that the funding had not been withdrawn, but in order to conform to the Council's Financial Regulations, funding needed to be in the form of a grant application, not as had previously happened, as an invoice from the Church.

5. Report from the MoD Representative

The Clerk reported that the Adjutant had informed her that the new base Commander was now in post, but that there was another reorganisation under way and the team would now be responsible, not only for Ambrosden and Caversfield, but also services in Didcot and Abingdon.

6. Reports from District and County Councillors

Cllr Pruden (CDC) reported that CDC had agreed the annual budget.

Cllr Cotter (CDC and OCC) apologised for not being able to attend previous meetings. He reported that OCC had agreed the annual budget and noted that 50% of the budget was spent on social care for adults and children. He also outlined the proposals for Local Government Reorganisation.

Cllr Cotter further informed the meeting that he had £10k of OCC Localities funding available for projects, upon application, for the Parish Councils in his ward.

Cllr Holdway asked Cllr Cotter for an update on when Church Leys Field was due to be adopted.

8.12pm: Cllr Pruden left the meeting

7. Reports from Village Management Companies

No reports had been received.

8. Minutes – to confirm the Minutes of the Council meeting held on 15 January previously circulated

The Council **RESOLVED** that the Minutes from the meeting on 15 January be accepted as a true record and were signed by the Chair.

9. Update on progress from the Minutes – to receive a report on outstanding items

a. Meeting Dates

The meeting dates had been published on the website and posted on the noticeboards.

b. Policy Review

The protocol for marking the death of a senior national figure had been updated and published.

c. Grass Cutting Agreement

Cllrs Holdway and Seaward had signed the agreement and it was witnessed by the Clerk. The Clerk would return it to OCC.

d. Precept Confirmation

The Clerk had confirmed the Precept demand with CDC.

10. Governance and consultations

a. Policy Review – to review the policies

i. Privacy Notice

The Council **RESOLVED** to agree to adopt the policy.

b. Archiving of documentation – to receive a progress report

The Clerk had delivered the damaged 'Book 4' to Harwell Restoration and had received confirmation that the book could be cleaned and sanitised for the price agreed at the January Meeting (reference 10. e.).

The Conservation Team had inspected the book. While it would be possible to repair the binding and possibly wash the pages, the staining was likely to remain and, as the text was mostly typed, any conservation treatment would not be particularly beneficial.

The Council **RESOLVED** to continue with the cleansing and sanitisation of the book but not to have the book conserved or the binding repaired.

The Clerk would confirm the action with the conservators.

c. Local Government Reorganisation – to consider a response to the Government's consultation on LGR in Oxfordshire

The Council **RESOLVED** to agree to defer consideration until the March meeting in order that Councillors could attend an OALC briefing and read the three proposals.

11. Finance

a. To receive the Finance Report – for information

As at 30 January, the Accounts stood at:

Barclays Current Account	£22,396.04
Barclays Deposit Account	£74,807.92

Outstanding Payments

None

Income

None

Standing Orders to note

None

Direct Debits to note

None

Debit card payments to note

Date Cleared	Payee and reason	Budget	Minute ref	Payment
5/1/26	Tesco Mobile top-up	Admin costs	194: 17/4/25 10. g.	£5.00
7/1/26	Defib World for 2 x sets defibrillator pads plus delivery	Defibrillator	201: 20/11/26 14. b.	£139.39

The Clerk had also responded to the Internal Auditor's initial questions ready for the year end review.

b. Bank Statement – to acknowledge scrutiny and acceptance of the previously circulated bank statement

The current account bank statement was reviewed and accepted.

c. Grant Request

i. Citizens Advice West Northants and Cherwell – to consider a request for financial support

The Council considered the application form and **RESOLVED** to award a grant of £500 to support the work of the organisation.

d. Invoices for Payment – to consider and approve invoices for payment itemised on the Payment Schedule

Payee and reason	Budget	Minute ref	Net Payment	Payment inc VAT
Ambrosden Village Hall for February hall hire. Invoice no: AVH-2022-509 (Power LGA 72 s111)	Hall Hire	194: 17/4/25 9. e.	£20.00	£20.00

February salary payments to be made on 1 March

Payee and reason	Budget	Minute ref	Amount
Street Cleaner salary for month ending 28 February 26	Salaries	198: 21/8/25 11. c.	
Clerk salary for month ending 28 February 26	Salaries	198: 21/8/25 11. c.	
Chair for Chair's Allowance for month ending 28 February 26	Chair's Allowance	190: 19/12/24 8. c.	
Total			£1,020.45

12. Planning

- a. **Planning applications** – to consider all recent applications received from Cherwell District Council detailed below and any other planning applications submitted and published on the CDC planning portal between the circulation of this agenda and the meeting

i. **Application Number: 24/01924/REM**

To consider five suitable road names with a local connection or theme for the “75 residential dwellings” development of land by Mulberry Homes

The Council proposed the use of the names of indigenous animal species:

- Red Fox
- Roe Deer
- Crested Newt
- Hedgehog
- Badger

The Clerk would inform the CDC Officer.

ii. **Application number: 26/00128/F**

Proposal: Front, side and rear extension with associated internal and external works

Location: 35 West Hawthorn Road, OX25 2SA

The Council considered the application and **RESOLVED** that there were no comments or objections to the proposal.

iii. **Application number: 26/00169/F**

Proposal: Single storey front, first floor side and two storey rear extensions

Location: 16 Oak Lane, OX25 2SH

The Council considered the application and **RESOLVED** that there were no comments or objections to the proposal

iv. **Application number: 26/00207/REM**

Proposal: Reserved Matters Application - details relating to appearance, layout, landscaping and scale of the approved 55 dwellings following Outline Consent 23/03071/OUT

Location: Land West Of Church Ley Field Adjacent To, Blackthorn Road

The Council considered the application and **RESOLVED** that there were currently no comments or objections to the proposal, but to delegate a response to the Clerk should additional considerations come to light.

b. To note Notices of Decision

None received.

13. Village Matters

a. Churchyard Maintenance – to consider further correspondence from the PCC Treasurer
Having received representation from the PCC Treasurer during public participation, the Council would await a grant application.

b. Ploughley Road Railings – to consider an initial way forward
The Clerk had written to OCC Highways Engagement Team to ask for guidance on the best way forward. A response was awaited.

14. Allotments

a. To receive a progress report on the adoption of allotment land

No further progress had been made.

b. To note expenditure

No further expenditure had been incurred.

c. To receive a progress report

The Clerk had been notified that water had been leaking from one of the taps and had engaged D Perkins Plumbing to attend.

A water meter reading had been submitted to Castle Water.

A full review of the tenants and vacant plots would be undertaken as soon as possible.

15. Village Hall Update – to receive a progress report

Neither the Chair or the Clerk were able to attend the January meeting as the date had been changed. Cllr Cossens had attended and reported that the next two meetings would be open to the public to hear views. It was intended to tackle the damp problem first.

16. Training

a. NALC, OALC and SLCC – to consider any further training offered by OALC, NALC and SLCC

The Clerk provided the list of training.

17. Attendance at Meetings and Reports from meetings/courses

a. To receive reports from meetings attended

i. OALC Councillor Forum – 4 February

No Councillors were able to attend.

b. To consider attendance at future meetings

i. OALC Councillor Forum – 18 March at 6.30pm

The Council noted the date.

- 18. **Correspondence** – to note correspondence received not otherwise on the agenda where decisions are not required (other than adding to the agenda for a future meeting)
The Council **RESOLVED** to note the correspondence.
- 19. **Items for information or next agenda only** – all items for the next agenda to be submitted to the Clerk by Wednesday 4 March
- 20. **Date of next meeting** – to note the date of the next meeting as Thursday 19 March at 7.30pm in Ambrosden Village Hall

The meeting closed at 9.16pm

Signed..... Dated.....