

**ISLIP PARISH COUNCIL MINUTES**

Minutes of the Council Meeting held on Tuesday, 9<sup>th</sup> April 2024, at 7.30 pm held at Islip Village Hall.

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*No meeting held as the council was not quorate.*

## ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 14<sup>th</sup> May 2024, at 7.30 pm held at Islip Village Hall.

**MEMBERS PRESENT:** **Parish Councillors:** Nathan Wiles (Chairman), Dennis Price, Nicola Richardson, Sophie Miller and Anneka Streule.

**OTHER COUNCILLORS:** **County Councillor:** Cllr C Miller.  
**District Councillor:** Julian Nedelcu

**OFFICERS PRESENT:** **Clerk to the Council:** Emma Kearney

**OTHERS PRESENT:** **Members of the Public:** None.

**APOLOGIES:** The following apologies were received:  
**District Councillor:** Gemma Coton.

### 01/24 ELECTION OF THE CHAIRMAN

It was **RESOLVED** by unanimous vote to appoint Cllr Price as chairman for 2024-25.  
This was proposed by Cllr Wiles and seconded by Cllr Richardson.  
It was **NOTED** Cllr Price signed their acceptance of office form.

### 02/24 A MINUTE'S SILENCE

A minute's silence was held in remembrance of Cllr Stogdon.

### 03/24 APOLOGIES

None.

### 04/24 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

### 05/24 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** to accept the minutes for the Parish Council Meeting held on 12<sup>th</sup> March 2024 as a true record, no meeting was held in April 2024.  
This was proposed by Cllr Price and seconded by Cllr Wiles.

### 06/24 PUBLIC PARTICIPATION

None.

### 07/24 COUNTY DISTRICT AND PARISH COUNCILLOR REPORTS

The councillors present gave their reports.

### 08/24 PLANNING APPLICATIONS

The following planning applications were reviewed.

Reference	Address	Description	Ward	Deadline	Outcome
24/01113/F 24/01114/LB	Old Rectory, The Walk, Islip, OX5 2SD	Repairs to the existing boundary and garden retaining walls, tree works to prevent future damage, removal of a log store attached to the boundary wall, the infilling of two gates and a replacement gate on The Walk.	Islip	22.05.2024	None

22/01682/F	Land North of Manor Farm Noke	Farm Noke Development of a ground mounted solar farm incorporating the installation of solar PV panels, associated infrastructure and access, as well as landscape planting and designated ecological enhancement areas	Noke	TBA	Objected
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**09/24 POLICY REVIEW**

It was **RESOLVED** by unanimous vote to adopt the following policies.

1. Code of Conduct (No change).
2. Standing Orders (No change).
3. Financial Regulations 2019 (No change).
4. Grant policy (No change).

This was proposed by Cllr Price and seconded by Cllr S Miller.

**010/24 COUNCILLOR PORTFOLIOS**

It was **RESOLVED** by unanimous vote for the councillors to work on the following portfolio's -

1. Cllr Wiles – Parish council properties and planning.
2. Cllr Price – Community Speed Watch and transport.
3. Cllr Richardson – Planning, Strategic Planning and Burial Ground.
4. Cllr S Miller – Flooding and Environment.
5. Cllr. Streule – Playground.

This was proposed by Cllr Price and seconded by Cllr Streule.

**011/24 STAFFING COMMITTEE**

It was **RESOLVED** by unanimous vote to -

1. Form a Staffing Committee
2. The committee terms of reference. (No change)
3. To appoint members Cllr Wiles, Cllr Richardson and Cllr Miller and Cllr Streule as an alternate member.
4. To appoint Cllr Wiles as the committee Chair.
5. The date of Tuesday 8<sup>th</sup> October 2024 for the clerk's appraisal.

This was proposed by Cllr Price and seconded by Cllr Richardson.

**012/24 EAST WEST RAIL AGREEMENT**

It was **RESOLVED** by unanimous vote to defer this item to the next agenda to obtain more information.

**013/24 HIGHWAY AUTHORITY**

It was **RESOLVED** by unanimous vote to send two letters to the Highways Authority regarding -

1. Middle Street
2. Wheatley Road

This was proposed by Cllr Price and seconded by Cllr Richardson.

**014/24 FINANCIAL MATTERS**

**1. INCOME**

The following income was **NOTED**.

Date	Payee	Description	Amount
05/04/2024	Co-op	Interest	£248.88
15/04/2024	CDC	Precept 1st Instal	£11,805.62
16/04/2024	OCC	Grass Cutting Grant	£883.76

## **2. NO MOW MAY**

It was **RESOLVED** by unanimous vote to -

1. Cease cutting except for the cricket ground for the month of May.
2. To accept the increased charge in June to cut the longer grass.

This was proposed by Cllr S Miller and seconded by Cllr Streule.

## **3. GRASS CUTTING (April Agenda item)**

It was **RESOLVED** by unanimous vote to -

1. To review the Oxfordshire County Council agreement to maintain the verges in the village.
2. To retrospectively accept the contract terms and the additional cost to maintain the verges.

This was proposed by Cllr Richardson and seconded by Cllr Wiles.

## **4. VILLAGE PLANTERS**

It was **RESOLVED** by unanimous vote -

1. For Cllr Richardson to arrange the planters for the village.
2. To spend up to £200 from the Land Maintenance & Small works budget.

This was proposed by Cllr Richardson and seconded by Cllr Miller.

## **5. MEMBERSHIPS**

It was **RESOLVED** by unanimous vote to continue with the following memberships -

1. Society of Local Council Clerks (SLCC) - £229 (50% will be paid back).
2. Oxfordshire Association of Local Council (OALC) - £168.00
3. Campaign to Protect Rural England – (CPRE) - £36.00
4. Oxford Playing Field Association - £42.00
5. Oxford Green Belt Network - £15.00
6. Community First Oxford - £27.50

This was proposed by Cllr Price and seconded by Cllr Streule.

## **6. INSURANCE**

It was **RESOLVED** by unanimous vote to accept the insurance quote from Zurich of £1,256.38 for 2024-25.

It was **NOTED** the clerk to be added as the nominated person in the insurance.

This was proposed by Cllr Price and seconded by Cllr Streule.

## **7. REGULAR PAYMENTS**

It was **RESOLVED** by unanimous vote to continue with the following regular payments.

1. Village Hall - Film Night.
2. Village Hall - Toddler Group.
3. Green Scythe – Gang mowing, verge and grass cutting.
4. Martin Pauling – Burial Ground Maintenance.
5. Top Leaf – Annual Hedge Cut.

This was proposed by Cllr Price and seconded by Cllr Wiles.

## **8. STANDING ORDER/DIRECT DEBITS**

It was **RESOLVED** by unanimous vote to pay via standing order/direct debit -

1. Clerks Wages
2. HMRC payment
3. ICO Certificate

This was proposed by Cllr Richardson and seconded by Cllr Streule.

## **9. CASHBOOK**

It was **RESOLVED** by unanimous vote to agree the cashbook purchases and payments for April and May 2024

Date	Payee	Description	Total
14/05/2024	Islip Village Hall	Film Night - April	£38.40
14/05/2024	OALC	Membership	£168.00
14/05/2024	SLCC (50% to be refunded)	Membership	£229.00
14/05/2024	CDC	6Monthly Dog Bin	£370.66
Date	Payee	Description	Total
14/05/2024	Clerk	Wages - April	£441.32
14/05/2024	HMRC	April HMRC	£47.00
14/05/2024	Green Scythe	Gang Mowing	£84.00
14/05/2024	Oxfordshire History Centre	Burial Documents to show ownership	£8.00
14/05/2024	Clerk	Wages - May	£441.32
14/05/2024	Zurich	Insurance	£1,256.38
14/05/2024	Community First Oxford	Annual membership	£27.50
14/05/2024	Campaign to Protect Rural England	Annual membership	£36.00
14/05/2024	Oxford Playing Field Association	Annual membership	£42.00
14/05/2024	Oxford Green Belt Network	Annual membership	£15.00
			<b>£3,204.58</b>

#### 015/24 NEWSLETTER ARTICLE

To **NOTE** items to be included.

#### 016/24 ITEMS FOR THE NEXT AGENDA

1. AGAR figures
2. Notice to the electors.
3. Risk assessment (Revised version).

The meeting closed at 21.23

SIGNED: \_\_\_\_\_  
Councillor: - Chairman

#### ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 11<sup>th</sup> June 2024, at 7.30 pm held at Islip Village Hall.

**MEMBERS PRESENT:** **Parish Councillors:** Dennis Price (Chairman), Nathan Wiles, Nicola Richardson, and Anneka Streule.

**OTHER COUNCILLORS:** **District Councillor:** Gemma Coton.

**OFFICERS PRESENT:** **Clerk to the Council:** Emma Kearney

**OTHERS PRESENT:** **Members of the Public:** None.

**017/24 APOLOGIES:** The following apologies were received  
**Parish Councillors:** Sophie Miller.

#### 018/24 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

#### 019/24 PUBLIC PARTICIPATION

None.

#### 020/24 COUNTY DISTRICT AND PARISH COUNCILLOR REPORTS

The councillors present gave their reports.

#### 021/24 PLANNING APPLICATIONS

The following planning application was reviewed.

Reference	Address	Proposal	Ward	Deadline	Outcome
24/01370/F	The Grange, Mill Street, Islip, OX5 2SY	Alterations to existing dwelling including the provision of solar panels, air source heat pump, insulating render, creation of balcony over rear bay window, small canopy to rear and changes to windows and doors.	Islip	20.06.2024	No Objections

#### 022/24 Year End Audit figures 2023-24 (AGAR Figures)

##### 1) Annual Internal Audit Report 2023-24.

The clerk circulated the internal auditors report in advance.

It was **NOTED** that there was 'no' was ticked in box C, as the updated risk assessment had not been approved. This was due to the clerk taking a prolonged period of authorised absence.

It was **RESOLVED** to receive and accept the report by unanimous vote.

This was proposed by Cllr Price and seconded by Cllr Wiles.

##### 2) Annual Governance Statement.

The clerk circulated the questions in advance, and they were read out in the meeting for confirmation.

It was **RESOLVED** to tick 'no' for question 5 by unanimous vote, due to the finding from the internal auditor's report.

This was proposed by Cllr Price and seconded by Cllr Richardson.

#### 023/24 Signed Accounting Statement.

##### 3) The clerk circulated the figures along with the asset register in advance of the meeting.

It was **RESOLVED** by unanimous vote to agree the Accounting Statement.

This was proposed by Cllr Price and seconded by Cllr Streule.

##### 4) Statement of Variances

The clerk circulated the statement of Account before the meeting.

It was **RESOLVED** by unanimous vote to agree the Statement of Account.

This was proposed by Cllr Price and seconded by Cllr Wiles.

##### 5) Clerk to confirm the dates of Electors rights.

It was **NOTED** that the date of announcement would be **Thursday 27<sup>th</sup> June 2024** and the date of commencement **Friday 28<sup>th</sup> June 2024** ending on **Thursday 8<sup>th</sup> August 2024**.

#### 024/24 Asset Register

It was **RESOLVED** by unanimous vote to approve the updated register.

This was proposed by Cllr Price and seconded by Cllr Wiles.

#### 025/24 Risk Assessment

This was moved to the next meeting so further considerations could be added.

#### 026/24 Weekly Playground Checks

1) The weekly requirements were discussed, and it was **NOTED** that the weekly checks are being completed, however they need to be documented.

It was further **NOTED** to obtain a quotation for a bespoke checklist from ROSPA to be created.

### 027/24 Declaration of Office Forms

The councillors present signed the declaration.

### 028/24 East West Rail Survey

- 1) Agreement reference: EWR PGM ARD LP XX PN G 3649 was considered, and it was **RESOLVED** by unanimous vote to sign, and was signed by the Chairman. This was proposed by Cllr Price and seconded by Cllr Wiles.
- 2) It was **NOTED** the agreement gave East West Rail authority to conduct surveys across the land known as the playing field owned by the council from 1st July 2024 to 30th June 2025.

### 029/24 Planning

To review the following planning application

Reference	Address	Proposal	Ward	Deadline	Outcome
24/01370/F	The Grange, Mill Street, Islip, OX5 2SY	Alterations to existing dwelling including the provision of solar panels, air source heat pump, insulating render, creation of balcony over rear bay window, small canopy to rear and changes to windows and doors.	Islip	20.06.2024	No Objectio n

### 030/24 Financial Matters

#### 1. Internal Financial Controller

It was **RESOLVED** by unanimous vote to appoint Cllr Wiles as the Financial Controller for 2024-25.

This was proposed by Cllr Price and seconded by Cllr Wiles.

#### 2. Income

The following income was **NOTED**.

Date	Payee	Description	Amount
05/04/2024	Co-op	Interest	£248.88
15/04/2024	CDC	Precept 1st Instal	£11,805.62
16/04/2024	OCC	Grass Cutting Grant	£883.76

#### 3. Cashbook Payments

2024 June			
Date	Payee	Description	Total
11/06/2024	Wix	Business Email	£66.62
11/06/2024	Jane Olds	Internal Audit 2023-24	£250.00
11/06/2024	Village Hall	Film Night - May	£38.40
14/06/2024	Clerk	Wages - June	£441.32

			<b>£796.34</b>
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It was **RESOLVED** by unanimous vote to agree to purchase the cashbook payments.  
This was proposed by Cllr Price and seconded by Cllr Wiles.

**4. Cashbook Purchases**

It was **RESOLVED** by unanimous vote to agree to pay the cashbook payments.  
This was proposed by Cllr Price and seconded by Cllr Wiles.

**031/24 ITEMS FOR THE NEXT AGENDA**

1. Risk assessment (Revised version).
2. Playground checklist payment

The meeting closed at 21.15

SIGNED: \_\_\_\_\_  
Councillor Price – Chairman

## ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 9<sup>th</sup> July 2024, at 7.30 pm held at Islip Village Hall.

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**MEMBERS PRESENT:** **Parish Councillors:** Dennis Price (Chairman), Sophie Miller and Annika Streule.

**OTHER COUNCILLORS:** **District Councillor:** None

**OFFICERS PRESENT:** **Clerk to the Council:** Emma Kearney

**OTHERS PRESENT:** **Members of the Public:** 1

**032/24 APOLOGIES:** The following apologies were received  
**Parish Councillors:** Nathan Wiles and Nicola Richardson.

**033/24 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**  
None

### **034/24 MINUTES OF THE PREVIOUS MEETING**

It was **RESOLVED** by unanimous vote to accept the minutes for the parish council meetings held on 14th May and 11th June 2024 as a true record.  
This was proposed by Cllr Price and seconded by Cllr Streule.

**035/24 PUBLIC PARTICIPATION**  
None.

**036/24 COUNTY DISTRICT AND PARISH COUNCILLOR REPORTS**  
The councillors present gave their reports.

### **037/24 PLANNING APPLICATION**

It was **NOTED** that the solar farm application 22/01682/F would be considered by Cherwell District Council planning committee on 11 July 2024 at 4pm.

### **038/24 COMMUNITY ASSET**

It was **RESOLVED** by unanimous vote to register The Red Lion Pub as an asset of community value.  
This was proposed by Cllr Streule and seconded by Cllr Miller.

### **038/24 FINANCIAL MATTERS**

**1. Income**  
None.

#### **2. Burial Ground**

It was **RESOLVED** by unanimous vote to apply for a postcode at an approximate cost of £40.  
This was proposed by Cllr Streule and seconded by Cllr Miller.

#### **3. Playground Checklist**

It was **RESOLVED** by unanimous vote to purchase a custom-made playground checklist at a budget cost of £35.  
This was proposed by Cllr Streule and seconded by Cllr Miller.

#### **4. Small Grant Requests**

1. It was **RESOLVED** by unanimous vote to award St Nicholas Church Islip £700 to maintain the church yard, including mowing, wall and gate upkeep, and paving repairs.  
This funding was awarded under Section 19a of the Local Government Act 1894.  
This was proposed by Cllr Streule and seconded by Cllr Miller.
2. It was **RESOLVED** by unanimous vote to award £700 to St Nicholas Church Islip to help cover the costs of printing their parish magazine.

This funding was awarded under Section 142 of the Local Government Act 1972.  
This was proposed by Cllr Streule and seconded by Cllr Miller.

**5. Working From Home Allowance**

It was **RESOLVED** by unanimous vote to implement the £6 per week working from home allowance, starting this month, based on the Internal auditor's recommendation.  
This was proposed by Cllr Price and seconded by Cllr Miller.

**6. Cashbook**

1. It was **RESOLVED** by unanimous vote to agree to purchase the items listed on the July 2024 cashbook.

This was proposed by Cllr Price and seconded by Cllr Miller.

2. It was **RESOLVED** by unanimous vote to authorise the payments for the items listed on the July 2024 cashbook.

This was proposed by Cllr Price and seconded by Cllr Miller.

**July 2024**

<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Total</b>
14/07/2024	Green Scythe	Grass cutting and Gang Mowing	£848.00
14/07/2024	Islip Village Hall	Hall Hire - June	£38.40
14/07/2024	HMRC	Employee contribution	£44.00
14/07/2024	Clerk	Wages - July	£441.32
15/07/2024	Clerk	Working from home all - July	£24.00
16/07/2024	Clerk	Working from home all - Aug	£24.00
		<b>Total</b>	<b>£1,419.72</b>

**039/24 NEWSLETTER ARTICLE**

It was **NOTED** Cllr Streule would write the newsletter article.

**040/24 ITEMS FOR THE NEXT AGENDA**

Proposals must be sent to the clerk at least 10 working days before the meeting to be considered.

The meeting closed at 20.25

**SIGNED:** \_\_\_\_\_

Councillor Price: - Chair

## ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 10<sup>th</sup> September 2024, at 7.30 pm held at Islip Village Hall.

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**MEMBERS PRESENT:** Parish Councillors: Dennis Price (Chairman), Sophie Miller, Anneka Streule Nicola Richardson and Rebecca Welsford (Co-opted).

**OTHER COUNCILLORS:** District Councillor: Gemma Coton

**OFFICERS PRESENT:** Clerk to the Council: Emma Kearney

**OTHERS PRESENT:** Members of the Public: 1

**APOLOGIES:** Parish Councillors: Nathan Wiles.  
County Councillor: Calum Miller.

### 041/24 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

### 042/24 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** by unanimous vote to accept as a true record the minutes of the parish council meeting held on Tuesday 9th July 2024.

This was proposed by Cllr Price and seconded by Cllr Miller.

### 043/24 PUBLIC PARTICIPATION

None.

### 044/24 TO RECEIVE AN UPDATE FROM

An update was received from the councillors present.

### 045/24 CO OPTION

It was **RESOLVED** by unanimous vote to co-opt Rebecca Welsford to the parish council.

This was proposed by Cllr Streule and seconded by Cllr Miller.

Cllr Welsford signed the acceptance of office form and completed the register of members interest form.

The parish council extends a warm welcome to Cllr Welsford as its newest member.

### 046/24 PLANNING

It was **RESOLVED** by unanimous vote to respond to the government consultation on National Planning Policy Framework changes affecting Green Belt and **OBJECT** to

1. The New Standard Method For Calculating Housing Need.
2. Classification of 'Grey Belt'.
3. The Inclusion of "Commercial And Other Developments" in land released from the Green Belt.
4. The Role of Local Nature Recovery Strategies

This was proposed by Cllr Richardson and seconded by Cllr Price.

### 047/24 FOOTBALL ON THE PLAYING FIELD

It was **RESOLVED** by unanimous vote to grant Dr. South's school request to use the playing field for football, with two pitches to be marked out for this purpose.

This was proposed by Cllr Streule and seconded by Cllr Miller

It was **NOTED** that due to their popularity, the existing goals would remain in their current location. It was further **NOTED** that the school would provide their insurance details and a risk assessment before commencing.

### 048/24 WINTER PREPAREDNESS 2024/25

The council considered the winter salt supply needs. It was **NOTED** that there was adequate salt provision in the village.

#### **049/24 TO NOTE ITEMS APPROVED VIA EMAIL**

It was **NOTED** that due to the timing of meetings, the council was required to agree on certain matters via email, specifically:

##### **1. B4027 WHEATLEY ROAD (ISLIP) PROPOSED TRAFFIC CALMING FEATURE**

It was **NOTED** that a consultation on traffic calming measures for B4027 Wheatley Road concluded on 9th August. Councillors liaised via email and **RESOLVED** by majority vote to object to the proposed single hump due to:

1. Insufficient traffic calming effect for the road's layout and conditions
  - Safety concerns, including:
    - i. Limited visibility due to a bend and adjacent woodland.
    - ii. Vulnerability of pedestrians on the Oxfordshire Way.
    - iii. High traffic volume (approximately 28,000 vehicles per week).
  - Speedwatch data indicating frequent speeding above the 20mph limit.
2. Previous success of two sets of cushion humps during traffic light trials.

This was proposed by Cllr Price and seconded by Cllr Richardson.

Cllr Price represented Islip Parish Council at the County Council's public decisions meeting, presenting these objections. Despite this representation, the single hump proposal was approved.

At the September parish council meeting, the outcome was discussed and it was **AGREED** to send a letter to Cherwell District Council's land drainage representative, highlighting:

- i. Potential increased risk of accidents due to sudden braking
- ii. Concerns about exacerbating flooding on Collice Street
- iii. Request for investigation before road works commence.

Due to urgency, Cllr Miller would draft the letter and circulate to the council for approval. The letter reiterated the parish council's preference for cushion humps as a safer and less flood-prone alternative.

##### **2. REQUEST TO USE THE SWAN INN CAR PARK**

The council has **RESOLVED** by majority vote to grant the request to use one (top corner) of the car park, approximately 8m x 5m to place the unwanted stone/rubble. To be cordoned off by metal barriers and the contractors sign board, the pile to be disposed of every few days by a dumper grab truck for the duration of the works, approximately 10 weeks.

This was proposed by Cllr Miller and seconded by Cllr Richardson.

##### **3. SSE'S REQUEST FOR TREE/HEDGE CUTTING NEAR POWER LINES IN MILLENNIUM WOODS.**

It was **RESOLVED** to grant permission to Scottish & Southern Electric (SSE) to proceed with routine tree and hedge cutting works around the overhead power lines in the Millennium Woods. The works aim to maintain minimum safety clearances.

This was proposed by Cllr Miller and seconded by Cllr Price.

#### **050/24 KINGS HEAD LANE CLOSURE**

It was **NOTED** that the council discussed the Kings Head Lane closure, including increased traffic impact, wall repair timeline, flood risk management, and updates from local authorities. It was further **NOTED** that the recent flooding incident has been raised with Oxfordshire County Council Highways authority and has been flagged as a potential for a division.

## 051/24 FINANCIAL MATTERS

### 1. Income

12/7/2024	EWR Co Ltd	Contract Fee	£1150.00
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### 2. BURIAL GROUND

It was **NOTED** that Mrs Stephenson provided an update on the Burial Ground. The council expressed its sincere gratitude for her dedication and valuable contributions to the maintenance of this important community asset.

It was **NOTED** that documents were obtained from the Oxfordshire History Centre confirming the parish councils ' ownership of the Burial Ground.

It was **RESOLVED** by unanimous vote to join the Institute of Cemetery and Crematorium Management (ICCM), at an annual cost of £100.

This was proposed by Cllr Richardson and seconded by Cllr Price.

### 3. Cashbook

It was **RESOLVED** by unanimous vote to agree to purchase the items listed on the August and September 2024 cashbook.

This was proposed by Cllr Price and seconded by Cllr Miller.

It was **RESOLVED** by unanimous vote to authorise the payments for the items listed on the August and September 2024 cashbook.

This was proposed by Cllr Price and seconded by Cllr Miller.

	2024 Aug and Sept		
Date	Payee	Description	Total
8/8/2024	HMRC	Employee cont	£22.00
19/8/2024	Reid	Remedial works to play area timber	£300.00
14/8/2024	Clerk	Wages - Aug	£441.32
14/9/2024	Clerk	Wages - Sept	£441.32
14/9/2024	Green Scythe	Grass cutting and Gang Mowing - July	£848.00
14/9/2024	Clerk	WFHA Sept 2024	£24.00
14/9/2024	Islip Village Hall	Toddler Group Apr24-July24	£207.60
14/9/2024	Rospa	Annual Inspection and extras	£110.00
14/9/2024	Rospa	Checklist for Routine Inspections	£40.00
14/9/2024	Earthline Ltd	Supply and delivery of topsoil	£336.00
		<b>Total</b>	<b>£2,770.24</b>

## 052/24 NEWSLETTER ARTICLE

It was **NOTED** the items to be included in the next article.

## 053/24 ITEMS FOR THE NEXT AGENDA

Proposals must be sent to the clerk at least 10 working days before the meeting to be considered.

The meeting closed at 20.15

**SIGNED:** \_\_\_\_\_

Councillor Price: - Chair

## ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 8<sup>th</sup> October 2024, at 7.30 pm held at Islip Village Hall.

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**MEMBERS PRESENT: Parish Councillors:** Nathan Wiles, Sophie Miller, Anneka Streule, Nicola Richardson, and Doreen Cole (Co-opted).

**OTHER COUNCILLORS: District Councillor:** None.

**OFFICERS PRESENT: Clerk to the Council:** Emma Kearney

**OTHERS PRESENT: Members of the Public:** 1

**APOLOGIES: Parish Councillors:** Dennis Price (Chairman) and Rebecca Welsford.  
**County Councillor:** Calum Miller.

### 054/24 CHAIR FOR THE MEETING

It was **RESOLVED** for Cllr Wiles to chair the meeting due to Cllr Price sending apologies.

### 055/24 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

### 056/24 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** by unanimous vote to accept as a true record the minutes of the parish council meeting held on Tuesday 10th September 2024.  
This was proposed by Cllr Wiles and seconded by Cllr Streule.

### 057/24 COUNCILLORS UPDATE

An update was received from the councillors present.

### 058/24 CO-OPTION

It was **RESOLVED** by unanimous vote to co-opt Doreen Cole to the parish council.  
This was proposed by Cllr Miller and seconded by Cllr Richardson.

### 059/24 PLANNING

The following planning application was reviewed.

Reference	Address	Proposal	Ward	Deadline	Outcome
24/02429/F 24/02430/LB	Monks Cottage, The Walk, Islip, Kidlington, OX5 2SD	Installation of an Electric Vehicle (EV) plug in charging point on the boundary wall to the gravel lane, commonly known as The Walk	Islip	16/10/2024	No objections.

### 060/24 B4027 WHEATLEY ROAD (ISLIP) PROPOSED TRAFFIC CALMING FEATURE

1. The letter sent to Cherwell District Council regarding traffic calming measures on the B4027 and flooding issues on Collice Street was **NOTED**.
2. Additionally, the council acknowledged the County Council's update concerning traffic calming measures on the B4027, it was **AGREED** a response would be circulated for approval.

### 061/24 AGAR - EXTERNAL AUDITORS RESPONSE

1. The Council **NOTED** the external auditor's 2023/24 report findings, which highlighted issues regarding the delayed submission of the charity return and the timing of the public rights period.
2. The Clerk reported technical difficulties accessing the system and confirmed this would be resolved as a priority before the next meeting.

### 062/24 REVIEW OF EFFECTIVENESS

The Review of the Effectiveness of the internal audit was reviewed and approved by the council.

This was proposed by Cllr Richardson and seconded by Cllr Wiles.

### 063/24 CLERK'S UPDATE

The clerk provided the following update -

- 1) Burial Ground Postcode - the application is being progressed through Royal Mail.
- 2) Appointing a Solicitor – multiple quotes being obtained for legal services.
- 3) Archiving - local archiving option being explored with Islip Archive Group.

### 064/24 DEFIBRILLATOR

It was **RESOLVED** by unanimous vote to replace the battery and pads on the defibrillator located at the Village Hall for a budget cost of up to £500 + vat.

This was proposed by Cllr Wiles and seconded by Cllr Richardson.

### 065/24 FINANCIAL MATTERS

#### 1) Income

The following income was **NOTED**.

Date	Payee	Description	Total
14/6/2024	Otmoor Archaeological and Historical Society	Tree Donation	£350.00
4/10/2024	Coop	Interest	£155.43
16/9/2024	CDC	Precept 2nd Instal	£11,805.62

#### 2) Budget update

The following update was received.

	Insurance	Grants	Subscriptio	Dog Bins	Audit	Grd Mnt
Budgeted	£1,350.00	£3,500.00	£500.00	£1,850.00	£600.00	£8,845.00
Spent	£1,256.38	£1,061.20	£518.99	£741.32	£502.00	£4,594.40
Remaining	£93.62	£2,438.80	-£18.99	£1,108.68	£98.00	£4,250.60

	BG Mnt	BG Rem.	Land Maint Small W	Website	Training	Staff Cost
Budgeted	£1,500.00	£2,864.00	£1,350.00	£550.00	£600.00	£9,500.00
Spent	£0.00	£336.00	£0.00	£66.62	£0.00	£3,298.24
Remaining	£1,500.00	£2,528.00	£1,350.00	£483.38	£600.00	£6,201.76

	Playg Mnt & Ref	Stationery	Solicitors Fees	No Budget
Budgeted	£1,150.00	£180.00	£500.00	£0.00
Spent	£480.00	£0.00	£0.00	£0.00
Remaining	£670.00	£180.00	£500.00	£0.00

## Reserves

	General	Grants	Staff Cost	C. Training	New C mbox
Budgeted	£5,500.00	£2,000.00	£2,000.00	£800.00	£250.00
Spent	£0.00	£0.00	£0.00	£0.00	£0.00
Remaining	£5,500.00	£2,000.00	£2,000.00	£800.00	£250.00

	Land Main & SW	Ground Maint	Playground	Playing field Proje
Budgeted	£1,900.00	£1,310.00	£26,676.00	£6,000.00
Spent	£0.00	£0.00	£0.00	£0.00
Remaining	£1,900.00	£1,310.00	£26,676.00	£6,000.00

	Insurance Claim Exce	Election Cos	Solicitors fe
Budgeted	£250.00	£250.00	£500.00
Spent	£0.00	£0.00	£0.00
Remaining	£250.00	£250.00	£500.00

### 3) Finance Report

The October finance report was received.

#### 4) Cashbook Purchases and Payments

- i It was **RESOLVED** by unanimous vote to agree to purchase the items listed on the October 2024 cashbook.  
This was proposed by Cllr Wiles and seconded by Cllr Miller.
- ii It was **RESOLVED** by unanimous vote to authorise the payments for the items listed on the October 2024 cashbook.  
This was proposed by Cllr Wiles and seconded by Cllr Richardson.

Date	Payee	Description	Total
14/10/2024	Clerk	Wages - Oct	£441.32
15/10/2024	Clerk	WFHA Oct 2024	£24.00
8/10/2024	Green Scythe	Grass cutting and Gang Mowing	£848.40
8/10/2024	St Nicholas Church	Church Yard Maintenance	£700.00
8/10/2024	ICCM	Membership	£42.00
8/10/2024	CDC	6Monthly Dog Bin	£370.66
8/10/2024	Moore	External Audit 2023/24	£252.00

#### 066/24 STAFFING MATTERS

- 1) The independent consultant's review of the clerk's working hours was **NOTED**.
- 2) It was **RESOLVED** by unanimous vote to approve the form to conduct the clerk's appraisal.  
This was proposed by Cllr Streule and seconded by Cllr Richardson.
- 3) It was **NOTED** the Staffing Committee were unable to meet before the new year and will schedule the appraisal in 2025.

#### 067/24 NEWSLETTER ARTICLE

It was **NOTED** the items to be included in the next article.

#### 068/24 ITEMS FOR THE NEXT AGENDA

- 1) Vat Return
- 2) Asset Register
- 3) Risk Assessment

**069/24 DATE OF NEXT MEETING**

Proposals must be sent to the clerk at least 10 working days before the meeting to be considered.

The meeting closed at 20.18

**SIGNED:** \_\_\_\_\_  
Councillor Wiles: - Chair

## ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 12<sup>th</sup> November 2024, from 7.30 pm at Islip Village Hall.

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**MEMBERS PRESENT: Parish Councillors:** Dennis Price (Chairman), Nathan Wiles, Sophie Miller, Nicola Richardson, Rebecca Welsford and Doreen Cole.

**OTHER COUNCILLORS: District Councillor:** Gemma Coton

**OFFICERS PRESENT: Clerk to the Council:** Emma Kearney

**OTHERS PRESENT: Members of the Public:** 8

**APOLOGIES: Parish Councillors:** Anneka Streule  
**County Councillor:** None

### 070/24 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

### 071/24 PUBLIC PARTICIPATION

- 1) A resident attended to address the Council regarding the proposed development at Fourways, Middle Street (24/00572/F):  
The key points that were raised -
  - The proposed building height of 7.5 metres in relation to neighbouring properties.
  - The inclusion of multiple windows and full-length glass doors.
  - The proposed parking and vehicle turning arrangements.
  - Traffic volume on North Street.
  - Compliance with the 2011-2023 Local Plan.
  - Impact on light to neighbouring properties.
  - The application classification as an amendment.
  - The consultation period duration.
- 2) A member of the Village Hall Committee attended to make representation regarding the cricket clubs' proposal for extended usage and outlined the impact this would have on events being run at the weekend to fund the hall.

### 072/24 MEETING MINUTES

It was **RESOLVED** by unanimous vote to accept as a true record the minutes of the parish council meeting held on Tuesday 8th October 2024.

This was proposed by Cllr Cole and seconded by Cllr Richardson.

### 073/24 COUNCILLOR REPORTS

Councillors present gave their reports.

### 074/24 PLANNING

- 1) **Woodeaton Quarry MW.0101/24.**  
The outcome was **NOTED**.
- 2) **Fourways, Middle Street 24/00572/F**  
It was **RESOLVED** by majority vote to **OBJECT** this application and to request this application be called in.  
This was proposed by Cllr Price and seconded by Cllr Richardson.

### 075/24 VILLAGE MATTERS

- 1) **Traffic Calming measures**
  - 1) The county council's response regarding proposed traffic calming measures for the B4027, Wheatley Road was received and **NOTED**.
  - 2) Concerns raised by a resident regarding traffic issues on North/Middle Street were also **NOTED**.

## 2) Asset Maintenance

### 1) Village Hall Notice Board

- The condition of the notice board outside the village hall was reviewed.
- The current condition was assessed and deemed adequate.
- It was **NOTED** that replacement or repairs will be required soon.

### 2) War Memorial Maintenance

- Discussion held regarding maintenance responsibilities.
- Clerk reported that a professional cleaning company had been identified.
- Quote requested to clean the memorial.

## 076/24 CRICKET CLUB - PROPOSED EXTENDED USAGE 2025

It was **RESOLVED** to **DEFER** this matter to a future agenda so additional information can be received.

### Proposal under consideration

- Extension of playing field usage from current 12-13 matches to approximately 20 Saturday matches per season.
- Proposed partnership with Garsington Cricket Club.
- To commence 2025 season.

## 077/24 ASSET OF COMMUNITY VALUE

Cherwell District Council confirmation of receipt of a valid Asset of Community Value nomination for the Red Lion was **NOTED**. Decision expected by December 16th, 2024.

## 078/24 CLERK'S UPDATE

An update from the clerk was received.

## 079/24 BURIAL GROUND - WATER SUPPLY

The proposal for a water butt and shelter structure (estimated budget £1,300 to be paid from the Burial Ground reserves fund) was discussed and it was **AGREED** alternative options would be explored.

## 080/24 BUDGET 2025-26

It was **RESOLVED** by unanimous vote to agree the budget and reserves for 2025-26.

Budget Heading with Breakdown	2025-26
<b>Insurance</b>	<b>£2,500.00</b>
<b>Grants</b>	<b>£1,500.00</b>
7 requests @ £500.00	
<b>Subscriptions</b>	<b>£780.00</b>
OALC	£200.00
SLCC	£230.00
Microsoft Office	£80.00
The Institute of Cemetery & Crematorium Management – (ICCM)	£100.00
Information Commissioner	£40.00
Campaign to protect rural England (CPRE)	£36.00
Oxford Playing Field Association (OPFA)	£42.00
Oxford Green Belt Network	£15.00
Community First Oxford	£27.50
<b>Dog Bin Maintenance</b>	<b>£1,500.00</b>
Dog Waste bins (6 monthly)	£750.00
Dog bags	£740.00
<b>Audit</b>	<b>£600.00</b>
External Audit	£300.00

Internal Audit	£300.00
<b>Ground Maintenance - Green Scythe</b>	<b>£6,500.00</b>
Maintenance - Playing field	
Maintenance - Millenium Wood	
Maintenance - Verges & Greens	
Maintenance - Footpaths	
<b>New Burial Ground - Maintenance</b>	<b>£1,500.00</b>
Maint - Mowing of the burial area x 14 (Apr-Oct)	
Maint - Mowing of the meadow edge x 14 (Apr-Oct)	
Maint - Annual Internal Hedges trim	
Maint - Top and Road/field side hedge trim. (24 months)	
Maint - Mowing and raking the Wildflower meadow 2 days (July)	
<b>Land Maintenance &amp; Small Works</b>	<b>£1,350.00</b>
Maintenance - War mem/cross tee	
Maintenance - Hedges	
Maintenance - Planters of the village	
Maintenance - Strim footpaths	
Maintenance - tree surgery	
Maintenance - tree survey	
Maintenance - tree planting	
<b>Website</b>	<b>£550.00</b>
Annual Wix Subscription	
Mailboxes	
Domain Name 2 Yearly (£200)	
<b>Training</b>	<b>£600.00</b>
Allocation per councillor - £100 each	
<b>Staff Costs</b>	<b>£13,150.00</b>
Clerk wages	£11,092.42
National wages increase	£261.66
Working from home allowance	£288.00
Allocation for additional hours for clerk (to be reviewed)	£0.00
Clerk Bonus	£500.00
HMRC	£1,000.00
<b>Playground Maintenance/Refurbishment</b>	<b>£150.00</b>
Rospa annual check	
<b>Stationery</b>	<b>£267.50</b>
Printer Ink	£25.00
Stamps	£10.00
Paper (box)	£25.00
Mobile phone and contract	£200.00
Envelopes	£7.50
<b>Total</b>	<b>£30,950.00</b>
<b>Reserves 2025-26</b>	<b>Total</b>
General (Noticeboard repairs/defibrillator sundries)	£4,500.00
<b>Earmarked reserves</b>	
Grants	£2,000.00
Staff costs	
Councillor training	£800.00

New Councillor mailbox	£250.00
Land maintenance and small works	£1,900.00
Ground maintenance	£1,310.00
Playground refurbishment/replace	£26,676.00
Playing field project	£6,000.00
Insurance claim excess	£250.00
Election costs	£250.00
Solicitor's fees	£500.00
<b>Total Reserves Allocation</b>	<b>£44,436.00</b>

### 081/24 FINANCIAL MATTERS

#### 1) Income

None

#### 2) Finance Report

The November finance status was **NOTED**.

#### 3) Cashbook

- i. It was **RESOLVED** by unanimous vote to agree to purchase the items listed on the November and December 2024 cashbook.  
This was proposed by Cllr Price and seconded by Cllr Richardson.
- ii. It was **RESOLVED** by unanimous vote to authorise the payments for the items listed on the November and December 2024 cashbook.  
This was proposed by Cllr Price and seconded by Cllr Richardson.

### November and December 2024 Cashbook

Date	Payee	Description	Amount
12/11/2024	Amazon	Paper	TBA
12/11/2024	Amazon	Ink Cartridges	TBA
12/11/2024	Amazon	Folders	TBA
12/11/2024	Personnel Advice & Solutions Ltd	Evaluation of working hours	£120.00
12/11/2024	Islip Village Hall	Hall Hire - Oct	£38.40
12/11/2024	Green Scythe	Grass cutting and Gang Mowing - Sept	£764.40
13/11/2024	Green Scythe	Grass cutting and Gang Mowing - Oct	£764.40
12/11/2024	N Richardson	Reimburse bedding plants	£91.01
12/11/2024	Clerk	Wages - November	£810.17
12/11/2024	Clerk	WFHA - November	£24.00
12/11/2024	Clerk	NPI 2024 Backpay	£198.22
12/11/2024	Clerk	Clerk Bonus	£470.00
12/12/2024	Clerk	Wages - December	£709.46
12/12/2024	Clerk	WFHA - December	£24.00
12/12/2024	HMRC	Employee Contributions	£66.00
		<b>Total</b>	<b>£4,080.16</b>

### 082/24 STAFFING MATTERS

The following matters were **RESOLVED** with immediate effect.

#### 1. National Pay Increase (NPI)

- Approved implementation of the national pay increase.
- Approved back pay from April 2024.

#### 2. Clerk's Bonus

Approved annual bonus of up to £500.

**3. Clerk's Working Hours**

Approved increase to 12 hours per week from November 2024.

This was proposed by Cllr Price and seconded by Cllr Richardson.

**083/24 NEWSLETTER ARTICLE**

The items to include were **NOTED**.

**084/24 ITEMS FOR THE NEXT AGENDA**

None

**085/24 DATE OF NEXT MEETING**

It was **NOTED** meeting of the Parish Council will be held on Tuesday 14th January 2025 at 7.30pm.

The meeting closed at 21.14

**SIGNED:** \_\_\_\_\_

Councillor Price: - Chair

## ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 14<sup>th</sup> January 2025, from 7.30 pm at Islip Village Hall.

**MEMBERS PRESENT: Parish Councillors:** Dennis Price (Chairman), Nathan Wiles, Rebecca Welsford, Doreen Cole and Anneka Streule.

**OTHER COUNCILLORS: District Councillor:** None

**OFFICERS PRESENT: Clerk to the Council:** Emma Kearney

**OTHERS PRESENT: Members of the Public:** 6

**APOLOGIES: Parish Councillors:** Sophie Miller and Nicola Richardson.  
**County Councillor:** None

### 086/24 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

### 087/24 PUBLIC PARTICIPATION

#### 1. Electrical Substation Proposal - Mill Lane Railway Area

- Residents raised concerns regarding size, visual impact, and noise levels of the proposed substation.
- Questions about land ownership and access were discussed.
- Consultation deadline: 24th January 2025.
- Project completion is expected in the late 2020s.
- Parish Council to hold an extraordinary meeting to formulate a response.

#### 2. Security Alert

- Reports received of attempted vehicle theft within the village.

### 088/24 MEETING MINUTES

It was **RESOLVED** by unanimous vote to accept as a true record the minutes of the parish council meeting held on 12th November.

This was proposed by Cllr Price and seconded by Cllr Wiles.

### 089/24 COUNCILLOR REPORTS

The councillors presented their reports.

### 090/24 MAJOR CONSULTATION

It was **RESOLVED** by unanimous vote

1. To arrange an extraordinary meeting to formulate responses to the
  - East West Rail Public Design Consultation and
  - Environmental Impact Assessment ScopingDeadlines 24th and 31st January 2025 respectively.
2. To defer the Cherwell Local Plan Consultation 2024 to the February agenda. Deadline extended to 25th February 2025.

### 091/24 RED LION - ASSET OF COMMUNITY VALUE

It was **RESOLVED** by unanimous vote for the clerk to summarise the process and for this item to be added to the agenda at the extraordinary meeting.

### 092/24 PLAYGROUND WORKS

It was **RESOLVED** by unanimous vote to approve the following playground works.

Asset	Description	Cost
Basket Ball Wall	To re-secure loose timber post	£250.00
Climber Rota Web	To strip down the above item, check bearings for wear, lubricate and re-fit item	£285.00
Cableway	To strip down the above item, carry out an internal inspection on all parts and re-fit item, to ensure seat is the correct height. Scaffolding required.	£650.00

Asset	Description	Cost
Trim Trail	To re-secure all loose eyebolts	£75.00
	To remove protruding bolt threads	£55.00
Junior Swing	To re-set loose stilts in the ground with additional concrete	£420.00
	To strip down the above item, check parts for wear, lubricate and re-fit item, if parts are worn we will need to quote to replace.	£185.00
Junior Multiplay	To replace worn chain link connectors	£120.00
	To re-secure all loose fixings	£75.00
Viking Ship	To re-secure all loose bolts	£75.00
	To replace 1 No. timber on fireman's pole with new and make surface good with soil and seed	£580.00
Low Balance Beam	To remove and dispose of the the existng beam and make surface good with soil and seed	£120.00
	To supply, install and make surface good with soil and seed	£750.00
Basket Swing	To remove,dispose of and make surface good with soil and seed	£250.00
	Total	£3,890.00
	Vat	£778.00
	Total	£4,668.00

This was proposed by Cllr Streule and seconded by Cllr Wiles.

#### 093/24 CLERK'S UPDATE

An update was received.

#### 094/24 FINANCIAL MATTERS

##### Income

The following income was **NOTED**.

2/1/2025	Allotment - Shaw	Rent 2025-26	£10.00
2/1/2025	Allotment - Tuffrey	Rent 2025-26	£10.00
2/1/2025	Allotment - Mackay	Rent 2025-26	£10.00
2/1/2025	Allotment - Levy	Rent 2025-26	£5.00
2/1/2025	Allotment - Price	Rent 2025-26	£5.00

##### Budget Update

The following update was received

	Insurance	Grants	Subscriptions	Dog Bins	Audit
Budgeted	£1,350.00	£3,500.00	£500.00	£1,850.00	£600.00
Spent	£1,256.38	£2,222.00	£476.99	£741.32	£502.00
Remaining	£93.62	£1,278.00	£23.01	£1,108.68	£98.00

	Grd Mnt	BG Mnt	BG Rem.	Land Maint Small W	Website	Training
Budgeted	£8,845.00	£1,500.00	£2,864.00	£1,350.00	£550.00	£600.00
Spent	£6,879.20	£0.00	£336.00	£715.01	£258.22	£0.00
Remaining	£1,965.80	£1,500.00	£2,528.00	£634.99	£291.78	£600.00

	Staff Costs	Playg Mnt & Ref	Stationery	Solictors Fees	No Budget
Budgeted	£9,500.00	£1,150.00	£180.00	£500.00	£0.00
Spent	£6,434.26	£480.00	£38.82	£0.00	£0.00
Remaining	£3,065.74	£670.00	£141.18	£500.00	£0.00

	General	Grants	Staff Cost	C. Training	New C mbox
Budgeted	£5,500.00	£2,000.00	£2,000.00	£800.00	£250.00
Spent	£368.60	£0.00	£0.00	£0.00	£0.00
Remaining	£5,131.40	£2,000.00	£2,000.00	£800.00	£250.00

	Land Main & SW	Ground Maint	Playground	Playing field Project
Budgeted	£1,900.00	£1,310.00	£26,676.00	£6,000.00
Spent	£0.00	£0.00	£4,668.00	£0.00
Remaining	£1,900.00	£1,310.00	£22,008.00	£6,000.00

	Insurance Claim Excess	Election Costs	Solicitors fees
Budgeted	£250.00	£250.00	£500.00
Spent	£0.00	£0.00	£0.00
Remaining	£250.00	£250.00	£500.00

### Cashbook

1. It was **RESOLVED** by unanimous vote to agree to purchase the items listed on the January 2025 cashbook.  
This was proposed by Cllr Price and seconded by Cllr Wiles.
2. It was **RESOLVED** by unanimous vote to authorise the payments for the items listed on the November and December 2024 cashbook.  
This was proposed by Cllr Price and seconded by Cllr Wiles.

Date	Payee	Description	Amount
14/01/2025	Defibrillator Shop	Annual Maintenance	£198.60
14/01/2025	Islip Village Hall	Hall Hire - Nov	£38.40
14/01/2025	Islip Village Hall	Toddler Group (Sept-24 to Dec 24)	£268.80
14/01/2025	Islip Village Hall	Hall Hire	£38.40
14/01/2025	Islip Village Hall	Hall Hire - Feb 2024	£38.40
14/01/2025	Islip Village Hall	Hall Hire - Mar 2024	£38.40
14/01/2025	Top Leaf	HVH hedge trimming	£624.00
14/01/2025	Clerk	Wages - January	£810.17
14/01/2025	Clerk	WFA - Jan	£24.00
14/1/2025	Wix	7 councillor emails	£191.60
		Total	£2,270.77

### Financial Regulations 4.1 and 4.5 Expenditure

It was **NOTED** the Clerk had used Financial Regulations 4.1 and 4.5 for two purchases:

#### 1. Defibrillator Service

The Clerk authorised £198 + VAT under Financial Regulation 4.5 (Extreme Risk to Service Delivery) for an urgent service of the Parish Council's defibrillator at the Village Hall. The unit was non-operational due to an expired battery, expired pads, and lack of access documentation. The service package will restore the defibrillator to working order and provide the necessary information for future maintenance.

#### 2. Scale Drawing

The Clerk authorised £500 under Financial Regulation 4.1 (Clerk & Chairman Delegated Authority) towards independently verified planning visualisations by Blink Image Ltd for the Fourways application. This expenditure, totalling £1,968 (including VAT), was initiated following a residents' request and the Council's previous comments on drawing accuracy. Due to the January Cherwell District Council Planning Committee timeline, this action preceded formal Council approval.

### 095/24 NEWSLETTER ARTICLE

The items for the article were agreed.

**096/24 ITEMS FOR THE NEXT AGENDA**

To propose items

- 1) VAT Return
- 2) Asset Register
- 3) Risk Assessment

**097/24 DATE OF NEXT MEETING**

The next meeting of the Parish Council will be held on Tuesday 11th February 2025 at 7.30pm.

The meeting closed at 21.24

**SIGNED:** \_\_\_\_\_  
Councillor Price: - Chair

## ISLIP PARISH COUNCIL MINUTES

Minutes of the Extraordinary Council Meeting held on Wednesday, 22nd January 2025, from 7.30 pm at Islip Village Hall.

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**MEMBERS PRESENT: Parish Councillors:** Nathan Wiles, Rebecca Welsford, Doreen Cole and Nicola Richardson.

**OTHER COUNCILLORS: District Councillor:** None

**OFFICERS PRESENT: Clerk to the Council:** Emma Kearney

**OTHERS PRESENT: Members of the Public:** 26

**APOLOGIES: Parish Councillors:** Dennis Price, Sophie Miller and Anneka Streule.  
**County Councillor:** None

### 098/24 CHAIRING THE MEETING

It was **NOTED** Cllr Wiles would chair the meeting.

### 099/24 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

### 0100/24 PUBLIC PARTICIPATION

Residents attended to raise the following additional points regarding agenda item 0100/24

#### 1. Access Concerns

- Specific mention of Church Lane as unsuitable for construction access
- Impact on elderly residents and dog walkers using Mill Street and Church Lane pavements frequently

#### 2. Train Service Issues

- Irony of increased train frequency through village without increased stops at Islip
- Need for community benefit through increased station stops

#### 3. Previous Experience Details

- Specific reference to receiving only 5 trees when more were promised
- 12-year timeframe of unfulfilled Network Rail commitments

#### 4. Technical Details

- Train noise worse when trains are outside the cutting
- Sound carries more across Oak Tree field due to elevation
- Specific concerns about freight trains being held stationary while passenger trains pass

#### 5. Passing Loop Concerns

- Location extends from gas line to Oddington crossing (approximately 800 meters)
- Impact on Oak Tree field visual amenity
- No sound barriers proposed for north side of track
- Need to relocate recently installed artificial badger sett
- Noise impact on properties from bottom of village to Oddington
- Vibration concerns from stationary freight trains
- Impact on Green Bridge requiring demolition or replacement
- Extends into Oddington parish boundary

#### 6. Consultation Process

- Three-minute discussion at Bicester meeting.
- EWR's admission of not having visited the site
- Difficulty in locating relevant information in 2000 pages of documentation
- Poor search functionality in consultation documents

## **0100/24 EAST WEST RAIL NON-STATUTORY CONSULTATION FEEDBACK OXFORD TO BLETCHLEY**

### **ROUTE**

The draft proposal in response was discussed.

It was **RESOLVED** by unanimous vote to incorporate the points raised at the meeting and submitted the final draft.

This was proposed by Cllr Wiles and seconded by Cllr Richardson

### **Islip Parish Council Response to East West Rail Islip Passing Loop and Traction Unit Proposal**

Islip Parish Council responds to the East West Rail (EWR) consultation regarding the proposed traction power compound at Mill Lane. Recent guidance from SLCC (January 2025) confirms major infrastructure projects must comply with conservation regulations, with a statutory duty to preserve or enhance such areas' character. We must note serious concerns about the inadequate consultation process, with limited disclosure at the Bicester meeting and many village residents remaining unaware of these plans.

#### **1. Conservation Area and Heritage Impact**

The site lies within the "River Valley and Islip Mill Character Area" of Islip's designated Conservation Area and Green Belt. Under the Planning Act 1990, developments must preserve or enhance Conservation Areas' character. The proposed structure (15m long, 4m wide, 4m high) would dominate existing structures, including 1.5m fences and single-story barn conversions which, though taller with their roofs, sit on lower ground, creating an industrial intrusion into this protected landscape characterised by 17th/18th century vernacular architecture. The development would require the removal of a landmark sycamore tree in the conservation area to facilitate access and would particularly impact single-story barn conversions which would be dwarfed by the structure.

#### **2. Community Impact**

Our concerns are informed by specific experience.

Previous EWR works in Islip resulted in:

- Documented damage to village infrastructure remains unrepaired
- Promised improvements for impact mitigation were not delivered
- Poor communication with residents and Council

These experiences necessitate binding commitments and robust oversight for any new developments.

Additional impacts include:

- Potential relocation of a family with a disabled child
- Compulsory purchase near the donkey field
- Construction disruption through narrow village roads
- Impact on property values
- Ongoing maintenance access through residential areas
- Impact on peaceful enjoyment of outdoor spaces
- Disruption to children's bedrooms facing train line
- Impact on local recreational pursuits

#### **3. Environmental Impact**

##### **a) Flood Risk**

- Documented village flooding issues
- Impact on surface water drainage
- Flood plain relationship with River Ray
- Risk to surrounding properties

- b) Wildlife and Biodiversity
  - Threat to existing habitats
  - Disruption to local ecosystems
  - Impact on historic infrastructure including stone pitching
- c) Light and Noise Impact
  - Light pollution in currently unlit rural area
  - Noise from cooling units affecting nearby properties
  - Ongoing operational noise concerns
  - Potential electrical interference from power source
  - Risk of gas pipe infrastructure damage from vibration

#### **4. Technical Considerations**

- Impact on conservation-appropriate infrastructure (compressed gravel footways)
  - Construction access through narrow roads with existing parking constraints
- Specific access constraints requiring either:
- Construction access directly from railway line, or
  - Access via level crossing from Kidlington Road
  - Safety concerns regarding power transformer location and possibility of explosion.
  - Power supply routing questions
  - Embankment and footbridge replacement implications
  - Site selection based on incorrect assumption of Network Rail land ownership
  - Opportunity for positive enhancement through cycle and pedestrian route alongside railway to encourage sustainable station access

#### **5. Alternative Sites**

We strongly urge EWR to conduct a comprehensive assessment of alternative locations:

- Consider sites outside the Conservation Area within the specified 1km radius
- Evaluate locations on the opposite side of the track
- Assess all potential sites within the required distance parameters
- Provide transparent criteria for site selection and rejection
- Demonstrate why alternative locations within the 1km radius were rejected

One specific alternative site that warrants serious consideration is the land at the end of the station car park. This Network Rail-owned site is adjacent to the track and platform end, where lighting infrastructure already exists. It is well-separated from residential properties, with the nearest (Station House) protected by a long garden and tree screening. The site offers straightforward vehicle access and is in an already partly urbanised setting with existing rail infrastructure including the metal pedestrian overbridge, raised platform, and metal railings. We request specific justification if this site is deemed unsuitable.

Note: Network Rail appears to have sufficient accessible land for the power station at Oxford Parkway, which presents a potentially more suitable alternative location for both the power station and passing track outside Islip. We request a comprehensive assessment of this site, including its potential to reduce community and environmental impact.

These alternatives should better balance operational needs with conservation and community interests.

#### **6. Information Requests**

- Physical marking of structure dimensions
- Environmental Impact Assessment
- Visual impact studies/photomontages
- Flood risk assessment
- Construction management plans
- Heritage impact assessment
- Alternative site assessment

- Detailed technical specifications including noise and light impacts
- Clarification of operational requirements and maintenance schedules

## **7. Recommendations**

1. Prioritise documented alternative locations
2. Conduct impact assessments
3. Address historical maintenance failures
4. Consider less intrusive designs
5. Provide binding mitigation commitments
6. Demonstrate Conservation Area enhancement
7. Improve consultation process and information provision

## **8. Islip Passing Loop Impact**

The Parish Council has significant concerns regarding the proposed passing loop east of Islip station:

### **Conservation and Heritage Impact**

- Located within the "River Valley and Islip Mill Character Area" Conservation Area
- Will remove part of the Conservation Area around Manor Farm
- Risks to historic earthworks related to courthouse and fishponds
- Adverse impact on Grade II listed Manor Farm setting

### **Environmental Impact**

- Loss of high-distinctiveness floodplain grazing marsh habitat along Gallows Brook
- Requirement for compensatory habitat creation
- No proposed sound barriers on village (north) side of track
- Increased noise from stationary freight trains idling in loop
- Light pollution from safety lighting
- Cumulative impact with existing rail infrastructure
- Specific noise impacts on Bletchingdon Road, Hilltop Gardens, North Street and Lower

### **Street residents**

- Impact on nocturnal wildlife including documented owl populations
- Need for baseline vibration measurements compared to previous Chiltern Railways data
- Relocation required for existing artificial badger sett installed by EWR

### **Community Impact**

Previous infrastructure failures necessitate binding commitments:

- Specific noise mitigation for properties north of the track
- Compensation for affected properties
- Construction management agreements
- Regular monitoring of noise/vibration levels
- Environmental enhancement measures
- Specific compensation for night work disruption
- Tree planting/barriers needed both north and south of line
- Address concerns of Chipping Farm property impacts
- Halt clear-felling practices previously promised against

## **9. Required Mitigation and Community Benefits**

Given the significant impact of both the traction unit and passing loop on Islip, we require:

### **1. Comprehensive Community Compensation Package**

- Creation of new community facilities
- Environmental enhancement fund
- Property value protection scheme
- Village infrastructure improvements
- Increased frequency of train stops at Islip station
- Provision of cycle paths to Oxford, Kidlington and Bicester

## **2. Binding Agreements on:**

- Noise and vibration monitoring
- Construction management
- Maintenance schedules
- Community liaison procedures

## **3. Infrastructure Improvements:**

- Sound barriers on both sides of track
- Enhanced village drainage systems
- Improved station access
- New footpath/cycle connections

## **4. Environmental Enhancements:**

- Creation of new wildlife areas
- Tree planting program
- Flood mitigation measures
- Conservation Area improvements

## **10. Enforcement and Penalties**

- Clear penalties for non-compliance with commitment
- Independent monitoring and verification process
- Specific remedies for unfulfilled promises
- Legally binding commitments for all mitigation measures

## **Conclusion**

While supporting rail connectivity improvements, we cannot support this proposal given its impact on our Conservation Area and community. We urge prioritisation of identified alternatives that better serve operational and community needs.

## **0101/24 ENVIRONMENTAL IMPACT ASSESSMENT - closes 31st January**

The draft response to the environmental impact assessment scoping for the East West Rail project connecting Oxford to Cambridge was reviewed.

It was **RESOLVED** by unanimous vote to submit the proposal.

This was proposed by Cllr Wiles and seconded by Cllr Richardson.

## **1. CONFIRMED WORKS AND IMPACTS**

The Environmental Impact Assessment (Section 3.1.2, page 25) confirms substantial works planned for Islip including rail corridor widening, new passing loops, footbridge replacements, and overhead line equipment installation. Each element of these works will significantly affect our historic village and its residents.

Our location in the open landscape of the Cherwell and Ray river floodplains makes Islip particularly vulnerable to visual changes. The assessment (Section 2.6.2, page 22) acknowledges that any new structures will be highly visible across this setting. The Environmental Impact Assessment must therefore include detailed visual impact assessments from key viewpoints within and around the conservation area, including seasonal variations and night-time impacts from any proposed lighting.

The noise assessment (Section 6.8.3-6.8.4, pages 111-112) identifies multiple sources that will affect our community, including construction activity, increased train movements, and noise from trains using the new passing loops. The cumulative effect of these noise sources requires careful consideration and mitigation.

The proposed works will significantly affect community movement and access. Changes to public rights of way, combined with construction traffic and potential community separation, will impact daily life in our village. The combined effects of noise, visual changes, dust and traffic during construction require comprehensive management plans.

Our position between the Cherwell and Ray rivers makes wildlife impact a key concern. The assessment (Section 6.10.8, pages 119-120) identifies risks to existing habitats, wildlife movement patterns, and local species from both construction and ongoing operations. The protection of these natural corridors is crucial to maintaining our local environment.

## **2. TRACTION UNIT CONCERNS**

Of particular concern to our community is the proposed traction unit. This industrial structure would be a significant addition to our conservation area. Its scale would be unprecedented in our village setting, being more than twice the height of existing boundary features. Our residents have raised serious concerns about its impact on the conservation area, residential amenity, and access arrangements..

### **INFORMATION REQUESTED**

Given these impacts, we require detailed information about:

#### **a) Construction Management**

We seek comprehensive details regarding construction timelines and traffic management plans. The parish council needs to understand how disruption to village life will be minimised during the works period, particularly regarding construction traffic routes and hours of operation.

#### **b) Infrastructure Changes**

The parish requires full information about the replacement footbridge designs, including closure periods and alternative access arrangements during construction. The impact on public rights of way must be clearly detailed, along with proposals for maintaining community connectivity throughout the works.

#### **c) Environmental Protection**

Given our sensitive location, we need specific information about measures to protect our river corridors, local wildlife habitats, and the general village environment during both construction and operation phases. This should include detailed ecological surveys and proposed mitigation measures.

#### **d) Traction Unit Proposal**

Regarding the proposed traction unit, we specifically require:

1. A detailed justification for locating this substantial structure within our conservation area, including consideration of alternative locations. The impact of a 4-meter high industrial structure on the character of our historic village requires particularly careful consideration.

2. A comprehensive visual impact assessment demonstrating how this structure would affect the conservation area and nearby properties, particularly given our open landscape setting.
3. Full details of associated infrastructure requirements, including power supply arrangements and any additional structures or works needed.
4. Clear information about construction and maintenance access arrangements, given our narrow roads and limited access points.
5. A detailed assessment of impacts on neighbouring properties, with particular attention to vulnerable residents who may be significantly affected by this development.
6. Proposed mitigation measures to minimise the impact on both the conservation area and residential amenity.

### 3. ONGOING ENGAGEMENT

The Parish Council requests regular updates throughout the development of these proposals and involvement in discussions about detailed design and mitigation measures. Our community's concerns must be properly addressed before any works commence.

We trust these points will be fully considered in the Environmental Impact Assessment process.

#### 0102/24      **RED LION - ASSET OF COMMUNITY VALUE**

An update was received.

It was **NOTED**

- Listed as Asset of Community Value by Cherwell District Council
- Currently marketed at £675,000 plus VAT
- Six-week interim bidding period not yet started
- Parish Council can register interest but won't lead purchase

#### **Requirements if proceeding:**

- Dedicated community committee
- Business plan
- Significant renovation funding beyond purchase price

#### **Next steps**

- Plan dedicated public meeting
- Consider involving neighbouring parishes
- ACV status expires in 5 years if no action taken

The meeting closed at 20.43

**SIGNED:** \_\_\_\_\_  
Councillor Wiles : - Chair

**ISLIP PARISH COUNCIL MINUTES**

Minutes of the Council Meeting held on Tuesday, 11<sup>th</sup> February 2025, from 7.30 pm at Islip Village Hall.

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**MEMBERS PRESENT: Parish Councillors:** Dennis Price (Chairman), Nathan Wiles, Nicola Richardson, Doreen Cole and Anneka Streule.

**OTHER COUNCILLORS: District Councillor:** None

**OFFICERS PRESENT: Clerk to the Council:** Emma Kearney

**OTHERS PRESENT: Members of the Public:** 1

**APOLOGIES: Parish Councillors:** Sophie Miller and Rebecca Welsford.  
**County Councillor:** None

**0103/24 RESIGNATION**  
 It was sadly **NOTED** that Cllr Welsford had resigned from the parish council. The Council thanked Cllr Welsford for their service and contribution to our community.

**0104/24 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**  
 None

**0105/24 PUBLIC PARTICIPATION**  
 None

**0106/24 MEETING MINUTES**  
 It was **RESOLVED** by unanimous vote to accept as a true record the minutes of the parish council meeting held on 14<sup>th</sup> January 2025 and the extraordinary meeting of the council held on 22nd January 2025.  
 This was proposed by Cllr Price and seconded by Cllr Cole.

**0107/24 COUNCILLOR REPORTS**  
 The councillors present gave their reports.

**0108/24 PLANNING**  
 The following planning applications were discussed.

	Reference	Address	Description	Ward	Deadline	Outcome
1.	25/00182/F	Chandelle, North Street	Loft conversion with dormer on rear elevation Juliette balcony to rear and 2 x Velux windows on front elevation.	Islip	26/02/2025	No objection
2.	24/02741/F	1-2 and 4 Manor Park Hampton Poyle	To add an additional 6 static caravans on existing site	Hampton Gay and Poyle	21/02/2025	Objected *

- 2.** \*It was **RESOLVED** by unanimous vote to **OBJECT** to planning application 24/02741/F for additional static caravans at Manor Park, Hampton Poyle. While this development is in a neighbouring parish, we have concerns regarding the apparent overdevelopment of the site, with reports indicating a significantly higher number of caravans than previously permitted. The current condition of the site appears to be inadequately maintained, raising concerns

about management standards. Previous issues with animal welfare at the location have also been noted. As a neighbouring parish potentially affected by this expansion. This was proposed by Cllr Richardson and seconded by Cllr Wiles.

#### **0109/24            CHERWELL LOCAL PLAN**

It was **RESOLVED** by unanimous vote to approve the response to the Cherwell Local Plan Review 2042 consultation.

This was proposed by Cllr Richardson and seconded by Cllr Wiles.

Islip Parish Council has reviewed the Cherwell Local Plan Review 2042 and submits the following response:

#### **Settlement Hierarchy and Development Strategy**

We support the Plan's approach to protecting the identity and character of villages through a clear settlement hierarchy. The focus on directing major development to main urban centres while providing for limited development in rural areas aligns with sustainable development principles. We particularly support the policy that development in rural areas should be limited to meeting local community and business needs while protecting village character.

#### **Conservation and Heritage**

We strongly endorse Policy COM 27 on Conservation Areas, particularly:

- The emphasis on protecting views within, into and out of Conservation Areas
- The recognition of the importance of green spaces and historic street patterns
- Requirements regarding scale, massing and design of developments
- Protection of features that contribute positively to Conservation Area character.

These provisions are essential for preserving Islip's historic character and significant heritage assets.

#### **Strategic Gaps Policy**

We welcome Policy COM 13 on Settlement Gaps and support its objectives to:

- Maintain separate identity of settlements
- Prevent coalescence of built-up areas
- Protect high quality landscapes on urban fringes.

However, we note that Islip is not currently included in the list of Strategic Gaps associated with Bicester. Given our proximity to areas of planned growth, we request consideration of including appropriate strategic gaps to protect the distinct character and setting of our village.

#### **Climate Change and Sustainability**

We support the Plan's strengthened climate change policies, particularly:

- Policy CSD 1 on mitigating and adapting to climate change
- Policies on flood risk management and sustainable drainage
- Protection of biodiversity and natural capital
- These are particularly relevant given Islip's riverside location.

#### **Flood Risk and Water Management**

As a riverside settlement with significant flood risk areas, we welcome Policy CSD 7 on Sustainable Flood Risk Management and Policy CSD 8 on Sustainable Drainage Systems. However, we have specific concerns that need addressing:

#### **Existing Flood Risk**

We strongly emphasise that:

- Islip has experienced significant historical flooding from the River Ray
- Parts of our village lie within Flood Zones 2 and 3
- Surface water flooding is already a concern in several areas of the village

- Recent years have seen increased frequency of flood events

### **Development Impact**

We seek assurance that:

- The sequential test will be rigorously applied to any development proposals affecting Islip
- Cumulative impacts of development on flood risk will be properly assessed
- Surface water management will be given appropriate weight in planning decisions
- The impact of climate change on flood risk has been fully considered

### **Infrastructure Capacity**

We request specific consideration of:

- The capacity of existing drainage infrastructure
- The impact of East West Rail infrastructure changes on local drainage patterns
- The need for investment in flood prevention and mitigation measures
- Maintenance requirements for existing flood management systems

### **Policy Implementation**

We strongly support the requirement that development must:

- Not increase flood risk elsewhere
- Provide appropriate freeboard above design flood levels
- Include comprehensive Emergency Flood Plans where appropriate
- Consider all sources of flooding including surface water and groundwater

### **Housing Development and Impact**

We note the Plan's overall housing requirement of 911 homes per annum (20,042 homes from 2020-2042). While we support the Plan's strategy of focusing major development at Bicester, Banbury and to a lesser extent the Kidlington area, we have specific concerns regarding potential housing impact on Islip:

#### **1. Rural Housing Development**

As a rural settlement, we seek clarification on:

- The implications of any windfall development for our village
- How "local needs" will be defined and assessed for rural housing development
- Protection against speculative development outside settlement boundaries

#### **2. Infrastructure Capacity**

Given our limited local infrastructure, any housing development in or near Islip must carefully consider:

- The capacity of our local roads and parking
- Impact on our primary school
- Pressure on drainage and flood management systems
- Capacity of other local services and facilities

#### **3. Affordable Housing**

While we support Policy COM 2's requirement for affordable housing provision, we request clarification on how this will be applied to any rural exception sites that may come forward in villages like Islip.

#### **4. Character and Design**

Any new housing must respect Policy COM 14 on achieving well-designed places, particularly given our Conservation Area status and distinct village character. We strongly support the requirement for development to respond to local character and history.

### **Transport Infrastructure and East West Rail**

We note the Local Plan makes several references to East West Rail and its

implications for development in Cherwell. With Islip being directly impacted by EWR proposals, we have specific comments:

### **1. Policy Integration**

We request clarification on how the Local Plan will:

- Integrate with EWR's proposals for expanded rail services through Islip
- Address potential increased development pressure from improved rail connectivity
- Manage potential changes to local transport patterns and parking demands
- Coordinate infrastructure improvements with EWR's construction timeline.

### **2. Settlement Character**

Given EWR's proposed infrastructure changes at Islip, including a new passing loop, we particularly support:

- Policy COM 10 on Protection and Enhancement of the Landscape
- Policy COM 11 on Local Landscape Designations

These policies will be crucial in managing the cumulative impact of both rail infrastructure and any associated development pressure.

### **3. Future Growth Pressures**

We seek assurance that:

- The Plan has fully considered the potential growth pressures that enhanced rail connectivity might bring to Islip
- Appropriate protections are in place to prevent speculative development based on improved transport links
- The rural character of our village will be protected despite increased accessibility

### **4. Infrastructure Coordination**

We request that the Plan specifically addresses how it will coordinate with EWR regarding:

- Local highway improvements
- Sustainable transport connections to the station
- Management of construction impacts
- Protection of public rights of way
- Drainage and flood management considerations

### **Infrastructure and Services**

While we support the Plan's general approach to infrastructure provision through Policy COM 20, we request:

- Careful consideration of local infrastructure capacity in any future development decisions
- Protection and enhancement of existing community facilities
- Improved public transport connectivity
- Assessment of cumulative traffic impacts on rural communities

### **Public Rights of Way**

We strongly support Policy COM 16 on protecting and enhancing public rights of way, which are vital to our community's quality of life and sustainable transport options.

### **Local Green Spaces**

We welcome Policy COM 25 on Local Green Spaces and the additional designations in this version of the Plan. These designations are crucial for protecting valuable community spaces.

### **Conclusion**

Overall, we believe the Plan provides a sound framework for sustainable

development while protecting rural character. However, we request consideration of our specific concerns regarding strategic gaps, flood risk management, infrastructure capacity, and the integration of EWR proposals.

**0110/24 REPRESENTATIVE PROTOCOL**

1. It was **RESOLVED** by unanimous vote to adopt the representative's protocol. This was proposed by Cllr Streule and seconded by Cllr Richardson.
2. It was **RESOLVED** by unanimous vote to appoint Cllr Cole as the Village Hall Representative. This was proposed by Cllr Cole and seconded by Cllr Richardson.

**0111/24 EAST WEST RAIL CONSULTATION**

It was **RESOLVED** by unanimous vote to remove the suggestion of the station as an alternative site for the substation from future consultation engagement, as this option was not fully discussed at the extraordinary meeting of the council. This was proposed by Cllr Cole and seconded by Cllr Richardson.

**0112/24 FINANCIAL MATTERS**

1. **Income**  
None.
2. **Additional Signatory**  
It was **RESOLVED** by unanimous vote for Cllr Streule to be added as an additional signatory. This was proposed by Cllr Streule and seconded by Cllr Richardson.
3. **Budget Virement**  
It was **RESOLVED** by unanimous vote to move £1,500 from 'Playing Field' funds, to 'Solicitor's Costs'. This was proposed by Cllr Streule and seconded by Cllr Richardson.
4. **Cashbook**  
It was **RESOLVED** by unanimous vote to agree the cashbook purchases and payments for February 2025

Date	Payee	Description	Total
11/02/2025	Clerk	WFA - February	£24.00
11/02/2025	Clerk	Wages - February	£810.17
11/02/2025	Blink Image	Cont. to scale drawings	£600.00
		<b>Total</b>	<b>£1,434.17</b>

5. **Risk Assessment**  
The updated version was received.
6. **Assets Register**  
The updated version was received.

**0113/24 VILLAGE MATTERS**

1. **Hedge Cutting Contributions**  
It was **NOTED** that the Village Hall Committee had declined to contribute to the hedge cutting costs as they had previously done. While they continue to use the parish council's carpark for functions, they indicated they are not in control of it and therefore not responsible for its maintenance.
2. **Cherwell District Council**  
The Red Lion pub in Islip was successfully listed as an Asset of Community Value (ACV) by Cherwell District Council (CDC) on 16th December 2024. While the pub is currently being marketed for sale, the owner has not yet formally notified CDC of their intention to sell, so the moratorium period has not been triggered.

Due to an administrative error where notifications were sent to an incorrect address, CDC's notification of the ACV listing to the owner was delayed until 20th January 2025. While this does not invalidate the ACV listing, it means the owner now has eight weeks from this date (rather than from 16th December) to request a review of the listing.

Islip Parish Council will be kept informed of any further developments regarding the sale of the property or potential review of the ACV status.

**0114/24**

**COMMUNICATIONS**

The newsletter article content was agreed.

**\*\* Exclusion of the public and press\*\***

**0115/24**

**SOLICITOR**

It was **RESOLVED** by unanimous vote to appoint NP Law at a cost of £1,600 + vat.

This was proposed by Cllr Streule and seconded by Cllr Richardson.

**0116/24**

**DATE OF NEXT MEETING**

The next meeting of the Parish Council will be held on Tuesday 11th March 2025 at 7.30pm.

The meeting closed at 21.24

**SIGNED:** \_\_\_\_\_

**Councillor Price: - Chair**

**ISLIP PARISH COUNCIL MINUTES**

Minutes of the Council Meeting held on Tuesday, 11<sup>th</sup> March 2025, from 7.30 pm at Islip Village Hall.

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**MEMBERS PRESENT: Parish Councillors:** Dennis Price (Chairman), Nathan Wiles, Nicola Richardson, Doreen Cole and Anneka Streule.

**OTHER COUNCILLORS: District Councillor:** None

**OFFICERS PRESENT: Clerk to the Council:** Emma Kearney

**OTHERS PRESENT: Members of the Public:** 1

**APOLOGIES: Parish Councillors:** Sophie Miller  
**County Councillor:** None

**0117/24 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**  
None

**0118/24 PUBLIC PARTICIPATION**  
None

**0119/24 MEETING MINUTES**  
It was **RESOLVED** by unanimous vote to accept as a true record the minutes of the parish council meeting held on 11<sup>th</sup> February 2025  
This was proposed by Cllr Price and seconded by Cllr Richardson.

**0120/24 COUNCILLOR REPORTS**  
The councillors present gave their reports.

**0121/24 FOURWAYS PLANNING APPLICATION APPEAL (24/00572/F)**  
It was **RESOLVED** by unanimous vote to submit a further response to **OBJECT** to the revised plans for the Fourways application (24/00572/F) to be considered at the planning committee meeting on 20th March 2025, noting that:

1. The changes made by the developer are negligible and don't effectively address the council's original objections
2. None of the concerns raised by villagers have been considered or incorporated
3. The parking arrangements remain inadequate - particularly the difficulty of a second car exiting onto the road
4. The development still presents as an overbearing "town wall" when viewed from Pot More
5. The roof height remains excessive and could be lowered without affecting the functionality
6. The overall design fails to take into account the character of the village and surrounding building

This was proposed by Cllr Price and seconded by Cllr Richardson

**0122/24 PLANNING APPLICATIONS**  
The following 4 planning applications were discussed.

App Info	Address	Proposal	Ward	Deadline	Outcome
1. 25/00297/ CLUE	Lower House, Lower Street,	Certificate of Lawfulness of Existing Development for demolition of existing outbuildings and erection of garden building to provide an office.	Islip	14.03.2025	No objection

App Info	Address	Proposal	Ward	Deadline	Outcome
2. 25/00230/ F	Os Parcel 6990 Adj B4027 Nw Of Reservoir, Wheatley Rd	Change of Use of site from Agricultural to Dog Day care and erection of associated buildings and infrastructure.	Islip	25.03.2025	No objection
3.APP/C31 05/W/24/3 358019 Appeal against Refusal	Land North Of Manor Farm, Noke	Development of a ground-mounted solar farm incorporating the installation of solar PV panels, associated infrastructure and access, as well as landscape planting and designated ecological enhancement areas.	Noke	19.03.2025	Objection maintained
4. 25/00360/ F	Manor House, 6 Mill Street.	Erect small single storey timber summerhouse	Islip	19.03.2025	No objection

1. It was **NOTED** the council had **NO OBJECTION** to planning application 25/00297/CLUE for Lower House, Lower Street.
2. It was **NOTED** the council had **NO OBJECTION** to planning application 25/00230/F for OS Parcel 6990 Adj B4027 NW of Reservoir, Wheatley Rd.
3. It was **RESOLVED** by unanimous vote to **MAINTAIN OBJECTION** to Appeal APP/C3105/W/24/3358019 for Land North of Manor Farm, Noke.  
The appeal was reviewed for the proposed solar farm development and wishes to make the following points to uphold our **OBJECTION**:
  1. While the appellant has made some modifications to the original proposal, these changes do not sufficiently address our fundamental objections to this inappropriate development
  2. The development would constitute an industrial installation on Green Belt land, undermining the open character of the Otmoor area that is crucial to the local landscape
  3. The solar farm would be highly visible for many miles and would be the only industrial development along the entire length of the Oxfordshire Way footpath, severely impacting this important recreational resource
  4. Despite claims of ecological enhancements, we remain concerned about the significant impact on local wildlife, particularly given the proximity to the RSPB reserve and potential effects on bird populations that may mistake the panels for water and crash into them
  5. We maintain serious concerns about flood risk and water management on the site. While some panels have been removed from flood risk areas, the overall development still presents risks to rain infiltration patterns and potential downstream flooding effects
  6. The appellant's claim of "very special circumstances" is not sufficiently demonstrated, as the harm to the Green Belt and local environment outweighs the renewable energy benefits when alternative sites could be considered
  7. The development would result in the loss of productive agricultural land for at least 40 years, contrary to food security interests, even if technically classified as Grade 3b

8. The proposed screening would take many years to become effective, leaving a highly visible industrial installation in the interim period

This was proposed by Cllr Price *and seconded* by Cllr Richardson.

4. It was **NOTED** the council had **NO OBJECTION** to planning application 25/00360/F for Manor House, 6 Mill Street.

**0123/25**

**PLAYGROUND**

The following quotes from Reids were reviewed.

1. It was **RESOLVED** by unanimous vote to retrospectively approve Quote 8739 for playground repairs totaling £3,890 + VAT.  
This was proposed by Cllr Streule and seconded by Cllr Wiles
2. The council discussed Quote 8933 for replacement of Junior Swing Seats and Chains (£875 + VAT). It was **AGREED** to **DEFER** the decision was deferred to allow time to resolve outstanding issues with the contractor regarding the gate mechanism repair.

**0123/24**

**GRASS CUTTING CONTRACT REVIEW**

1. **Grass Cutting Contract**  
The council discussed the grass cutting requirements for 2025-26, noting Green Scythe Ltd's proposed small increase costs, and proposed a higher frequency in cuts.
2. **No Mow May**  
It was **RESOLVED** by majority vote to implement a No Mow May initiative for 2025.  
This was proposed by Cllr Price and seconded by Cllr Streule.
3. **Grass Cutting Quotations**  
It was **NOTED** that the Clerk is awaiting quotes for the grass cutting contract. Decisions were deferred to the next meeting pending receipt of these quotes

**0125/25**

**FINANCIAL REGULATION 2024**

It was **RESOLVED** by unanimous vote to adopt the Financial Regulations 2024.  
This was proposed by Cllr Price and seconded by Cllr Wiles.

**0126/25**

**FINANCIAL MATTERS**

1. **Income**  
The following income was **NOTED**.

Date	Payee	Description	Amount
20/1/2025	Allotment - Morrison	Rent 2025-26	£5.00
20/1/2025	Allotment - Dickman	Rent 2025-26	£5.00

2. **Defibrillator Sundry Items Purchases**  
The Clerk reported that replacement parts for the defibrillator had been purchased and would be installed after the meeting, once fitted the service can be scheduled.
3. **Burial Ground Maintenance Payment**  
It was **RESOLVED** by unanimous vote to approve payment for burial ground maintenance up to the budgeted amount of £1,100 upon receipt of the annual invoice.  
This was proposed by Cllr Price and seconded by Cllr Wiles.
4. **Cashbook Purchases and Payments**  
Cashbook March 2025

It was **RESOLVED** by unanimous vote to approve the cashbook purchases and payments for March 2025.  
**This was proposed by Cllr () and seconded by Cllr ().**