

## ISLIP PARISH COUNCIL MINUTES

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

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

**OTHER COUNCILLORS:** **County Councillor:** Laura Gordon

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

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

**APOLOGIES:** The following apologies were received  
**Parish Councillor:** Doreen Cole  
**District Councillor:** None

*The Council observed a minute's silence for Remembrance Day and to mark the tragic loss of a child in the village*

**63/25 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**  
None

**64/25 PUBLIC PARTICIPATION**  
None

**65/25 MEETING MINUTES**  
It was **RESOLVED** by unanimous vote to accept as a true record the minutes of the parish council meeting held on 14th October 2025.

**66/25 COUNCILLOR REPORTS**  
The councillors present gave their reports.

**67/25 PLANNING**  
The Council **NOTED** planning application 25/02613/TCA (Wooster Arms, The Walk, Islip) for tree works in a conservation area had been permitted by Cherwell District Council on 4th November 2025.

**68/25 VILLAGE MATTERS**

**1. Playground**

The Council considered a resident's concern regarding the yellow playground gates following an incident involving a young child. It was confirmed the gates had been inspected and were functioning correctly, meeting current safety standards.

Due to the gates functioning correctly and the low risk rating in the RoSPA report, the Council **AGREED** to request the playground contractor file down the edges when carrying out works on the basket swing.

**Action:** Clerk to contact the playground contractor.

**2. Landscaping**

1. The Whole Tree Company has quoted £675 for the bi-annual tree condition assessment of parish council trees. Cllr Smith will act as local contact.

2. It was **AGREED** to await HART team assessment of Town End House bramble clearance before obtaining alternative quotations.

### 3. Traffic Calming Measures

- The Council discussed ongoing concerns about increased traffic in Middle Street and North Street, attributed to A34 congestion diverting traffic via satnav.
- It was **NOTED** that an Officer from Oxfordshire County Council will visit to assess possible traffic calming options.
- Given the absence of affected residents at the meeting, it was **AGREED** to request comments from North and Middle Street residents via the parish newsletter and to discuss the matter further at the next meeting.

### 4. Village Planters

- It was **RESOLVED** by unanimous vote to reimburse £76.00 for plants and compost purchased for the village planters.
- The Council expressed thanks to Mr and Mrs Stead for their volunteer work maintaining the village planters, to be acknowledged in the parish newsletter.

### 5. Parish Site

The Council discussed the need to inspect parish-owned land adjacent to neighbouring properties. The Clerk to seek guidance from OALC on the council's responsibilities for regular asset inspections and boundary management.

### 6. Items for the Newsletter

The items to be included were **AGREED**.

69/25

### REPRESENTATIVE

To appoint Cllr Smith as a representative for Parish council property portfolio was **DEFERRED** to a future agenda.

70/25

### BUDGET 2026-27

The draft budget was circulated to the councillors to review, and will be added to the January 2026 agenda for approval.

71/25

### FINANCIAL MATTERS

#### 1. Finance Report

The report was **NOTED**

#### 2. Income

The following income was **NOTED**

04/10/2025	CO-OP	Interest -Savings account	£155.43
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### 3. Budget Update

The following update was received.

	Insurance	Grants	Subscriptions	Dog Bins	Audit
<b>Budgeted</b>	<b>£2,500.00</b>	<b>£1,500.00</b>	<b>£780.00</b>	<b>£1,500.00</b>	<b>£600.00</b>
<b>Spent</b>	£1,341.38	£1,245.20	£688.79	£792.80	£493.50
<b>Remaining</b>	<b>£1,158.62</b>	<b>£254.80</b>	<b>£91.21</b>	<b>£707.20</b>	<b>£106.50</b>

	Grd Mnt	BG Mnt	BG Rem.	Land Maint Small W	Website
<b>Budgeted</b>	<b>£6,500.00</b>	<b>£1,500.00</b>	<b>£0.00</b>	<b>£1,350.00</b>	<b>£550.00</b>
<b>Spent</b>	£6,364.80	£0.00	£0.00	£1,399.00	£645.12
<b>Remaining</b>	<b>£135.20</b>	<b>£1,500.00</b>	<b>£0.00</b>	<b>-£49.00</b>	<b>-£95.12</b>

	Grants	General	Staff Cost	C. Training	New C mbox
<b>Budgeted</b>	<b>£2,000.00</b>	<b>£4,500.00</b>	<b>£0.00</b>	<b>£800.00</b>	<b>£250.00</b>
<b>Spent</b>	£0.00	£1,220.43	£0.00	£0.00	£0.00
<b>Remaining</b>	<b>£2,000.00</b>	<b>£3,279.57</b>	<b>£0.00</b>	<b>£800.00</b>	<b>£250.00</b>

	Land Main &SW	Ground Maint	Playground	Playing field Project
<b>Budgeted</b>	<b>£1,900.00</b>	<b>£1,310.00</b>	<b>£26,676.00</b>	<b>£6,000.00</b>
<b>Spent</b>	£0.00	£0.00	£0.00	£0.00
<b>Remaining</b>	<b>£1,900.00</b>	<b>£1,310.00</b>	<b>£26,676.00</b>	<b>£6,000.00</b>

	Insurance Claim Excess	Election Costs	Solicitors fees
<b>Budgeted</b>	<b>£250.00</b>	<b>£250.00</b>	<b>£500.00</b>
<b>Spent</b>	£0.00	£0.00	£0.00
<b>Remaining</b>	<b>£250.00</b>	<b>£250.00</b>	<b>£500.00</b>

*\*Please note - to see what payments are included in each heading go to November 2024 meeting minutes, and see the Approved Budget (080/24).*

#### 4. November and December 2025 Cashbook Payments

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

Date	Payee	Description	Total
11/11/2025	Clerk	Wages - December	£893.60
11/11/2025	Clerk	Wages November	£893.60
11/11/2025	Clerk	WFHA - December	£24.00
11/11/2025	Clerk	WFHA - November	£24.00
11/11/2025	Cherwell District Council	Dog bins half yearly charge & 10% admin	£422.14
11/11/2025	Top Leaf Tree Service	Hedges	£648.00
11/11/2025	Green Scythe Ltd	Gang Mowing	£882.60
11/11/2025	Green Scythe Ltd	Gang Mowing	£795.60
11/11/2025	Green Scythe Ltd	Gang Mowing	£708.60
11/11/2025	The Whole Tree Company	Tree Survey 2025	£675.00
11/11/2025	Norfolk County Council	October Fee Time	£99.60
11/11/2025	Amazon	Ink Cartridges	£13.99
11/11/2025	Amazon	Paper	£16.99
11/11/2025	Justin Stead	Village Planters	£76.00
		<b>Total</b>	<b>£6,173.72</b>

#### 5. Councillor Roles and Responsibility Training

The Clerk advised councillors there was a roles and responsibility training course available via the OALC. No councillors wished to undertake the training at this time.

#### 6. Stationery Order

It was **RESOLVED** by unanimous vote to approve the clerk's stationery order of ink and paper.

**7. Internal Auditor 2025-26.**

It was **RESOLVED** by unanimous vote to appoint Theresa Goss as the internal auditor 2025-26.

**72/25**

**CLERK'S APPRAISAL**

It was **RESOLVED** by unanimous vote to set the date in January 2026 and to finalise outside of the meeting.

**73/25**

**DATE OF NEXT MEETING**

The next meeting of the Parish Council will be held on Tuesday 13th January 2026 at 7.30pm

The meeting closed at 9.02 pm

**SIGNED:** \_\_\_\_\_  
Councillor Price