

# Nettlebed Parish Council

Council Members are hereby summoned to attend the Meeting of the Nettlebed Parish Council at The Village Club, High Street, Nettlebed on Tuesday 7<sup>th</sup> April 2026 at 7.30pm

**Public participation:** The council welcomes the public's involvement in meetings, which must be in accordance with our Standing Orders Section 3 (Meetings Generally).

Parish Council Clerk:  Date: 01 April 2026

## AGENDA

- 062/26 **To receive and accept apologies for absence**
- 063/26 **Requests for Dispensations, Declarations of Interest, gifts and hospitality**
- 064/26 **To facilitate public participation with regard to items on the agenda**  
It should be noted that the time allocated for the public session is a total of 10 minutes for all those wishing to speak.
- 065/26 **To receive a report from the South Oxfordshire District Councillors for Nettlebed**
- 066/26 **To receive a report from the Oxfordshire County Councillor for Nettlebed**
- 067/26 **To approve the Minutes** of the Parish Council Meeting held on 3<sup>rd</sup> March, and **to receive the Minutes** of the Crocker End Green Common Management Committee meeting on 17<sup>th</sup> March, previously circulated.
- 068/26 **Update on Progress and Matters Arising** - The Clerk/Chairman to report on the status of outstanding items from previous Minutes and any other issues arising between meetings which do not require a decision

Area	Description	Action Required	Owner	Status
Allotment	Allotment Follow-Up Inspections	30/03 - Follow up inspection To send letters (as agreed) to allotment holders who have not made efforts to clear or cultivate their plots following the initial inspection.	JP/CS	Follow-up inspection - complete
Allotment	Allotment Regeneration	Engage TLGO	JP	TLGO Engaged - awaiting start date
Bus Stops	Additional bus stops requested near Priest Close on B481	Liaise with OCC, Bus Infrastructure Officer	JP	David Bellchamber is awaiting photos from bus company identifying suitable locations
Consultation	Local Government Reorganisation	Submit response as agreed at March Meeting by 26 March	DR	10/03 Submitted
Councillor Vacancy	A vacancy exists on Nettlebed Parish Council	Raise awareness	JP/NPC	One vacant seat remains
Cycle Path	Proposed shared footway/cycleway from Nettlebed to Bix	Proposal to be shared with OCC to assess viability and clarify next steps	AF	Meeting with Ben Higgins and Highways as part of the 'walkabout' on 09/03 was postponed - awaiting new date.
Internal Audit	Annual Internal Audit - follow up meeting	Complete year end.	JP	10/04 IA and RFO: to review the AGAR

Area	Description	Action Required	Owner	Status
Neighbourhood Plan	Joint Neighbourhood Plan	Contact neighbouring parish councils to gauge initial interest in exploring a joint Neighbourhood Plan	JP	10/03 Email sent to Highmoor PC, Nuffield PC, Swyncombe PC, and Bix and Assendon PC
Litter Pick	Annual Litter Pick - 28th March - 10am	Quote for Henley Standard Photos sent to Henley Standard. Equipment collected by SODC	DR JP	Complete
Play Area, Play Trail, Sports Hub	Meeting to understand the relationship between landowners/ land managers and identify possibilities to develop amenities.	Meeting with Jessie Grimond (The Estate and NDCC), Holy Rosier (NDCC & Estate Office) AB & SM	AB / SM	Complete. SM/AB to report at April meeting.
Traffic Calming	Speed Indicator Devices (SIDs)	Jon Beale to advise suitable locations. Ollie Brake to be kept informed.	JP / EH	EH to present options to NPC.
Traffic Calming	Speed Indicator Devices (SIDs)	Order 1x Evolis Solar Mobile Pack from Elan City	JP	Awaiting dependencies
Traffic Calming	Speed Indicator Devices (SIDs)	Engage services of Ollie Brake	JP	Awaiting dependencies
External Structures	Screws and caps missing from tree memorial plaques	Arrange for screws to be fitted	JP	To request that TLGO replace missing screw fittings on the memorial plaques during the first grass cut of the season.

069/26 **Neighbourhood Plan** – to discuss and agree next steps

070/26 **Governance and Consultations**

i. **Data Protection Toolkit** – to review and accept – as previously circulated

- a. Data Breach Policy
- b. Data Protection Notice for Staff Councillors and Role Holders
- c. Data Protection Policy
- d. General Privacy Notice
- e. Health and Safety Policy
- f. Data Map
- g. Subject Access Request

ii. **Review and adopt Code of Conduct** – as previously circulated

iii. **Review and adopt Co-option Policy** – as previously circulated

iv. **Review and adopt Statement of Internal Control** – as previously circulated

v. **Review Finance Committee Terms of Reference**

071/26 **Projects and Proposals**

vi. **Traffic Calming** – to discuss and agree locations of poles for Speed Indicator Device

072/26 **Sport and Play Facilities Working Group** - update

073/26 **Crocker End Green Management Committee (CEGCMC)** – update

074/26 **Accounts & Finance** – to consider and decide upon matters relating to the Council's Finance.

i. **To receive the Finance Report and Budget Monitoring Reports**, previously circulated

ii. **To acknowledge scrutiny and acceptance of the bank statements**, previously circulated

iii. **Income Received and Transfers** – to acknowledge payments received and transfers between accounts

- iv. **Invoices for Payment** – to consider and approve invoices for payment itemised on the schedule below:

Payment Method	Ref	Payee/Description	Payment Inc VAT
BACS	001	HMRC 6 March to 5 April month 12 pay 18.04	£127.30
BACS	002	LGPS 6 March to 5 April month 12 pay 18.04	£312.32
SO	003	Salary - April month 01 due 28.04 (TBC by PATA)	£1,093.46
DD	004	ID Mobile - April due 17.04	£6.00
BACS	005	Shield Maintenance	£14.30

- v. **Payments** – to consider and approve the list of future payments including Standing Orders and Direct Debits for the Financial Year 2026-27.
- vi. **To agree to continue payment of the Clerk’s salary by Standing Order**
- vii. **To confirm the rates of the Clerk’s expenses and home working allowance**
- viii. **PAYE Year End** - update

075/26 **Training** – to consider training courses and other training sources

076/26 **Planning**

- i. **Planning applications** – to consider all recent applications received from SODC detailed below and any other planning applications submitted and published on the SODC planning portal between the circulation of this agenda and the meeting.
- ii. **Notices of Decision** – to note

077/26 **Village Matters**

- i. **Allotment** – update
- ii. **Play Area** – equipment cleaning – to discuss and agree next steps
- iii. **Brick Shelter – graffiti** – to discuss and agree next steps

078/26 **Correspondence** – to note correspondence received not otherwise on the agenda where decisions are not required (other than adding to the agenda for a future meeting)

079/26 **Attendance at Meetings and Reports / Courses**

- i. **Nettlebed School & Community Centre (NSCC) – Joint Use Committee** – AF proposal to disband the JUC

080/26 **Items for information or next Agenda only**

081/26 **Date of next meeting**

5<sup>th</sup> May - Annual Parish Council Meeting

19<sup>th</sup> May - Annual Parish Meeting

#### 2026 Meetings:

6<sup>th</sup> Jan • 3<sup>rd</sup> Feb • 3<sup>rd</sup> March • 7<sup>th</sup> April • 5<sup>th</sup> May (Annual Parish Council Meeting)  
 • 19<sup>th</sup> May (Annual Parish Meeting) • 2<sup>nd</sup> June • 7<sup>th</sup> July • 1<sup>st</sup> Sept • 6<sup>th</sup> Oct • 3<sup>rd</sup> Nov

