

Nettlebed Parish Council

Minutes of the Nettlebed Parish Council at The Village Club, High Street, Nettlebed
on Tuesday 6th October 2026 at 7.30pm

Councillors

Present: Chair: Amanda Foister (in the absence of Dennis Rocks)
Councillors: Geoff Bond (GB), Stuart Mackie (SM),
Conway Shaw (CS)

In attendance: Jo Pugh (JP) - Parish Clerk

Also present: 0 member(s) of the public

168/26 **To receive and accept apologies for absence**

Apologies received from Dennis Rocks and Andy Bryan

169/26 **Requests for Dispensations, Declarations of Interest, gifts and hospitality**

There were none

170/26 **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.

There were no members of the public present.

171/26 **To approve the Minutes** of the Parish Council Meeting held on 1st September, previously circulated.

The Council **RESOLVED** that the minutes from the meetings on 1st September be accepted as a true record and were signed by the Chair.

172/26 **To receive a report from the South Oxfordshire District Councillors for Nettlebed**

October Report circulated and available on the website.

Cllr. Jo Robb provided the following update:

Local Government Reorganisation: The proposed local government reorganisation has been paused indefinitely following legal challenges. It was considered unlikely that the proposals would be revisited during the current parliamentary term, although the introduction of regional mayors remained a possibility. District Council elections are expected to proceed in May 2027 under the existing ward boundaries.

Changes to Planning Committees: New regulations, effective from 31 October 2026, will significantly reduce the number of planning applications referred to Planning Committees, with more decisions being delegated to planning officers. Parish Council objections and individual councillor requests will no longer automatically trigger committee consideration. Larger or more complex applications may still be referred to committee, subject to a statutory gateway test and agreement between designated officers and committee members. Concerns were expressed about the potential impact on local democratic

involvement in planning decisions.

Old Reading Golf Course Development: The District Councillor reported that the High Court had dismissed a challenge relating to the proposed development of 70 homes on the former Reading Golf Course. SODC's Planning Committee had originally refused the application, contrary to officer recommendations, and this decision had subsequently been upheld by the Planning Inspectorate and the High Court.

Nature and Climate Action Fund: SODC has launched a new £100,000 grant fund to support community projects addressing climate change and nature recovery. Grants of between £250 and £10,000 are available for eligible projects, including habitat restoration, tree and hedgerow planting, and energy-efficiency improvements to community buildings. The Parish Council was encouraged to consider potential projects, including improvements to the allotments.

Action: JP to forward details for the Polish Event/Grant Application received by NPC to Jo Robb

173/26 To receive a report from the Oxfordshire County Councillor for Nettlebed

October report circulated and available on the website.

174/26 To consider vacancies and any applications for co-option

No applications received

175/26 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.

Action: JP to confirm whether the new bus stops on Watlington Street are operational.

Area	Description	Action Required	Owner	Status
Allotment	Signage to be installed to instruct cyclists to dismount and shut the gates. Dogs on leads.	Signage to be installed.	JP/EH	Completed.
Bus Stops	Two pairs of bus stops to be installed 1) near play area 2) between Elms Way and Priest Close)	Liaise with OCC, Bus Infrastructure Officer	JP	Completed.
Councillor Vacancy	A vacancy exists on Nettlebed Parish Council	Raise awareness	JP/NPC	One vacant seat remains
Quiet Lanes - Application	Huntercombe End Lane	No action required		Nuffield PC have completed the application. James Norman, SODC has confirmed the application has his strong support. Ben Higgins, OCC has been asked for his support.
The Green	Posts have been knocked down	3 off posts to be replaced 1 off post to be re-set	JP	Awaiting quote from TLGO
Traffic Calming	Speed Indicator Devices (SIDs)	No action required	JP / EH	Completed.

176/26 Committees

i. Finance Committee

- a. Receive the minutes of the Finance Committee meeting held on 29th September

Resolved: That Council accept these minutes.

ii. Crocker End Green Common Management Committee

AB not present at the meeting – no update.

177/26 **Grants** - to consider any grant applications received

The Clerk reported that £500 remained in the Parish Council's grant budget. Three applications had been received and were considered as follows:

- NDGNS Coffee Mornings and Lunch Club: An application for £500 was considered. **Resolved** to award a grant of £250.
- NSA Christmas Fair: An application for £500 was considered. **Resolved** to award a grant of £250.
- Friends of Checkendon, Nettlebed and Kingwood Common Camps: An application for £3,500 was considered but was unsuccessful. Cllr Jo Robb (SODC), who was present at the meeting, suggested that the group contact her to discuss the possibility of funding through the SODC Councillor Community Grant scheme.

The two approved grants totalled £500, fully allocating the remaining grant budget for the financial year.

178/26 **Governance and Consultations**

- Staffing Committee**: To consider the establishment of a Staffing Committee and, if agreed:
 - adopt the Staffing Committee Terms of Reference
 - approve the proposed amendments to Standing Order 19 - Handling Staff Matters
 - appoint four members to the Staffing Committee
 - appoint the Chair of the Staffing Committee

RESOLVED:

- To establish a Staffing Committee and approve and adopt its Terms of Reference.
- To approve the proposed amendments to Standing Order 19 – Handling Staff Matters.
- To appoint Councillors EH, CS, GB and DR as members of the Staffing Committee.
- To appoint Councillor EH as Chair of the Staffing Committee.

179/26 **Projects and Proposals**

- Sport and Play Facilities Working Group** - update

The Working Group met on 16 September. Members were advised that the Group intended to progress the proposed Play Area upgrade and was revisiting potential sites for the wider sports and recreation facilities. There were no further updates to report.

- Neighbourhood Plan Working Group** – update

TE, DR, EH, GB. Tim Eggar is compiling a list of residents who had expressed an interest in becoming involved in the group. There were no further updates to report.

- Proposed Cycle Path** – AF update and next steps - following walk of the route with Cllr. Ben Higgins.

AF reported that she had walked the proposed route with Cllr Ben Higgins and three representatives from Highways. Several areas requiring improvement were identified, as an interim measure, Highways proposed levelling uneven sections and installing signage to make the route more usable. It was hoped that these works could be included in the programme after April. Awaiting confirmation in due course.

180/26 **Accounts & Finance**

i. **Draft Budget 2026/27 and Finance Committee Recommendations**

To receive an update on the draft budget for 2026/27 following its review by the Finance Committee and to consider the Committee's recommendations.

Members received an update on the draft budget for 2026/27 following its review by the Finance Committee. It was reported that the draft budget proposed a lower precept than the previous year, alongside an increase in General Reserves. The budget would be further reviewed and finalised at the January meeting.

The Finance Committee's recommendations were considered, and it was **Resolved**:

- a) To release the existing earmarked reserve of £5,890.79 for Traffic Calming and transfer the funds to General Reserves with immediate effect.
- b) To aim to maintain General Reserves equivalent to six-seven months' expenditure, excluding ring-fenced funds, earmarked reserves and funds designated for specific purposes.
- c) To transfer any unallocated surplus at the end of each financial year to General Reserves, after accounting for existing commitments and funds designated for specific purposes.

Community Infrastructure Levy (CIL) Members discussed the forthcoming CIL payment from SODC. As the Parish Council does not have a Neighbourhood Plan, it is subject to an annual cap on CIL receipts of approximately £50,000. Having already received £49,140.44 in the current financial year, the Council had almost reached this limit.

Resolved to request that SODC defer the next CIL payment until the following financial year, to avoid exceeding the annual cap and maximise the funding available to the Parish Council, subject to confirmation from SODC that deferral would preserve the Council's entitlement to the funds.

ii. **VAT Reclaim** – 1 February 2026 to 31 August 2026

To receive the recommendation of the Finance Committee following its review

Recommendation to Council:

That the VAT reclaim for the period 1 February 2026 to 31 August 2026 be approved for submission to HMRC.

Resolved that the VAT reclaim for the period 1 February 2026 to 31 August 2026 be approved for submission to HMRC.

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

Resolved: to accept the Finance Reports 01.09.26-30.09.26

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

Resolved: the Unity Trust Bank Account, Barclays Community Account and Barclays Premium Account bank statements were reviewed and accepted

Barclays Bank	Bank Statements	Bank Transactions
	As at 10 th Sept	As at 30 st Sept
Community Account Balance	£8,646.38	£3,512.28
Business Premium Account Balance	£25,695.49	£25,695.49
Unity Trust Bank	Bank Statements	Bank Transactions
	As at 30 th September	As at 30 th September

Unity Trust Acc Balance

£70,501.71

£70,501.71

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

Reviewed and noted.

Ref	Payee/Description	Payment Inc VAT
109	SODC Precept (second half)	£17,250.00
110	Bank Interest Received – Business Premium Acc	£75.50
124	Bank Transfer – Community Acc to Unity Trust Acc	£15,000.00
125	Chiltern Society refund for duplicate payment	£20.00
126	Allotment income	£15.00
127	Bank Transfer – Premium to Community Acc	£3,500.00
128	Bank Interest Received – Unity Trust Bank	£281.83

- vii. **Payments between meetings** – to note

None

Payment Method	Ref	Payee/Description	Payment Inc VAT
DD	117	Castle Water 01.08.26-31.08.26 – due 18/09	£65.53

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

Noted: The Clerk's pay increase, backdated to 1 April, was applied to the September payroll, resulting in a total payment of £1,247.78. The corresponding HMRC and LGPS payments have also been recalculated accordingly.

Resolved: to agree the following payments which Cllr EH would authorise.

Payment Method	Ref	Payee/Description	Payment Inc VAT
BACS	111	HMRC 6 Sept to 5 Oct month 6 pay 18.10	£119.23
BACS	112	LGPS 6 Sept to 5 Oct month 6 pay 18.10	£348.77
SO	113	Salary - Oct month 7 due 28.10 (TBC by PATA)	£tbc
BACS	114	PATA Payroll Services salary and arrears calculation	£66.30
DD	115	iD Mobile – Oct – due 17.10	£6.00
BACS	116	Shield Maintenance	£15.60
BACS	118	The Landscape Group Oxfordshire – September	£555.00
BACS	119	The Village Club – hall hire	£800.00
BACS	120	Royal British Legion – The Poppy Appeal	£27.00
BACS	121	Citizens Advice West Oxfordshire (trading as Citizens Advice Oxfordshire)	£450.00
BACS	122	SLCC – Neighbourhood Plan Training – DR	£42.00
BACS	123	Community First Oxfordshire	£55.00

Members noted that a link to the recording of the online briefing 'Changes to Planning Committees and Planning Enforcement' had been circulated to all Councillors.

DR had been registered for the 'Keeping Plans on Track: The Next Chapter for Neighbourhood Plans' training session, with EH also expressing an interest in attending.

182/26 **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.

P26/S4124/FUL Land adjacent to Squash Court, Joyce Grove, Nettlebed
Erection of two bay car port on existing concrete base

Resolved: No Objections

- ii. **Notices of Decision** – to note

P26/S3539/HH The School House High Street Nettlebed Henley-on-thames RG9 5DA
Conversion of existing detached garage for use as an annexe. **Granted**

P26/S3256/HH Yew Tree House 40 Catslip Nettlebed Henley-on-Thames RG9 5BN
Proposed ground floor side infill, internal alterations, floor plan redesign and all associated works **Granted**

P26/S3095/DIS Mill House Mill Road Nettlebed Henley-on-thames RG9 5AU
Discharge Condition 4: CEMP and Condition 5: EEP of Planning Application ref.
P25/S3830/HH Demolition of existing garage and replacement with an outbuilding.

Discharge Details Agreed

P26/S2523/HH Walnut Cottage The Green Nettlebed Henley-on-Thames RG9 5AX
The proposal is for the construction of a wooden Summer House by the existing pool.

Granted

P26/S2756/DIS Evans Paddock Nettlebed Henley-on-Thames RG9 6DP
Discharge condition 2 (site development scheme) of planning permission P25/S2124/FUL, granted at Appeal reference 6002301. Material change in use of the land to a mixed use, comprising agricultural grazing for horses and a caravan site, to provide residential accommodation for Gypsies and Travellers, comprising a single family pitch consisting of 1 static caravan, 1 touring caravan, parking and associated infrastructure, new access to Digberry Lane (retrospective) **Discharge Conditions Under Consideration**

183/26 **Village Matters**

- i. **Allotment report / update** – to discuss and agree next steps

CS, JP and Rosemary Passmore had undertaken work to mark out some of the allotment boundary posts. Members discussed the ongoing lack of cultivation of certain plots. It was agreed that the Clerk would write to the plot holder advising that meaningful progress must be made by the end of October, otherwise the plots would be reallocated.

The Clerk reported that one person on the waiting list had been contacted and that two further enquiries had been received. All had been referred to Rosemary Passmore.

Action: Clerk to write to the plot holder regarding the condition and cultivation of the plots.

184/26 **Attendance at Meetings and Reports**

- i. **Nettlebed School & Community Centre (NSCC) – to review the updated policy**

AF advised members that the school has a standing agenda item to report on the Community Facilities, including financial information, to the Parish Council on a termly basis. AF explained that, since the school had become part of the River Learning Trust and was no longer under Oxfordshire County Council (OCC), the original Joint Use Committee was no longer applicable. The disbandment of the Committee had been confirmed in writing by OCC.

The Clerk raised concerns that no formal written notice had been provided by OCC or the school and felt that the legal and contractual position remained unclear. Notwithstanding these concerns, members **Resolved** to proceed on the basis that the JUC would be disbanded.

AF confirmed that she would continue to act as the link between the Parish Council and the school but advised that, should she step down from either her role as Parish Councillor or School Governor, a replacement would need to be appointed to maintain this link. The updated NSCC Policy was noted by members.

185/26 **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)

- Email – 80th anniversary of the local Polish Camps

186/26 **Items for information or next Agenda only**

- **Crocker End Green Common Management Committee (CEGCMC):** To consider and resolve whether to terminate the 2012 Section 101 Agreement with SODC
- **Budget Review:** To consider the updated budget following the Finance Committee's review, with final approval scheduled for the January meeting
- **2027 Meeting Dates:** To consider and agree the Parish Council meeting dates for 2027
- **Staffing Committee:** Date of the first meeting to be confirmed
- **Staff Appraisal:** Date to be arranged

187/26 **Date of next meeting**

Full Council - 3rd November

CEGCMC Meeting - 20th October

Meeting closed: 20:43

2026 Meetings:

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

