

Barford St John & St Michael Parish Council Meeting

Wednesday 5th November at 7:30pm in the Village Hall

Present: Cllrs Turner, Hobbs, Tucker, O'Brien, County Cllr Gareth Epps, District Cllr David Rogers, Mr Best (outgoing Parish Clerk and Responsible Financial Officer), Ms Snell (incoming Parish Clerk and Responsible Financial Officer). Two members of the public attended this meeting.

Apologies for absence: Cllrs Charman, Cox and Lovell.

25/067	Co-option of John O'Brien as new Councillor: John O'Brien was co-opted
25/068	Minutes of the last meeting: It was RESOLVED that the minutes of the meeting held on 23 rd July 2025 were a true and accurate record (unanimous) and signed by the Chairman.
25/069	Matters arising from the minutes: None.
25/070	Public participation: None.
25/071	Clerk's Report:
25/071/1	Handover – The outgoing Clerk is continuing the handover process to the incoming Clerk, with his final date of work 17 th November.
25/071/2	Allotments – rent letters will be sent out after a contract has been agreed with the new owners.
25/072	Correspondence: None outstanding
25/073	County Councillor's Report from Gareth Epps:
25/073/1	Heyford Park – impacts set out for new development (9,000 homes plus commercial).
25/073/2	Temporary Oxford Congestion Zone – Oxfordshire residents can register for free passage 25 times a year and Park & Ride travel will be free until Christmas.
25/073/3	North Oxfordshire Topsoil planning application – withdrawn by the applicant and enforcement action is taking place.
25/073/4	Flooding – a resident had contacted County Cllr Epps with concerns about flooding around the bridge and a meeting was arranged for 6 th November. Cllr Tucker noted that the Parish Council had met with Lewis Purbrick, Flood Mitigation Officer, on 16 th January 2025. Cllr Lovell had agreed to be a Flood Warden but had not yet requested signs. These have now been ordered. Drains in the village have been cleared to reduce surface water, and should help with concerns about depth of flooding on the Barford St Michael side. The Parish Council raised concerns that an open walkway on the Barford St John side has been preferred, rather than a like for like rebuild of the path. The outgoing Clerk had been in contact about the ditch being silted up where it runs from the pipes to the river. Cllr Lovell has also applied to the Environment Agency to dredge the river but the response for this is expected to be slow.
25/073/5	Council Priority Fund – this fund can provide £10,000 over 2 years for specific projects.
25/074	District Councillor's Report from David Rogers:
25/074/1	Planning – a motion has been submitted to CDC to support town and parish councils with specialist planning expertise and resources to respond to major development proposals.
25/074/2	Local Impact Report – CDC preparing this regarding the proposed Oxfordshire Strategic Rail Freight Interchange
25/075	Parish Matters:
25/075/1	Allotments – an agreement is still to be reached with the new landowner before rent letters can be issued. Due to a leak, water is currently turned off.

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25/075/2	Defibrillators – Cllr Tucker prepared a paper following recent WI training that noted that it is usual for defibrillator boxes to be unlocked and Cllr Tucker proposed the same for the outside the Village Hall. Of particular concern was the lack of mobile phone signal in the village, if calling for the code to access the box, and that some villagers do not regularly carry mobile phones. Cllr Hobbs noted that the defibrillator code was shared in 2024 with all Parish Councillors and some of the Village Hall Management Committee and that training sessions had been arranged but were poorly attended. District Cllr Rogers added that there are 7 defibrillators in Deddington but all are locked but that the same code is used for all boxes. The full Parish Council will reach a decision in the next meeting about whether to leave the access code visible on the box. Insurance will be checked by Cllr Turner and the code will be publicised in the Barford News in the meantime.
25/075/3	Approve donation to the Royal British Legion for Remembrance Day wreath - £100 donation approved.
25/075/4	Remembrance Day service – representatives from the Parish Council will be in attendance.
25/075/5	Christmas lights – will be up on the Green by 1 st December following pruning.
25/075/6	Pruning trees on The Green - There are three trees and the pyracantha that need pruning.
25/075/7	Handover to new Clerk In progress.
25/075/8	HM Land Registry registration of Stonepit Field and the Village Hall - The solicitors acting for the Parish Council and the Diocese of Oxford have not made progress in rectifying the mistake of the field being registered by the Oxford Diocese in their name. This matter is being followed up by the Clerk. The Village Hall will be registered next.
25/076	Planning:
25/076/1	25/02059/F – 3 Broad Close – floor extension to side – CDC permitted 09/10/2025
25/076/2	25/02261/F – Barleycorn – single storey front extension – PC has no objections.
25/077	Reports from meetings:
25/077/1	Cllr Turner attended an employment course for the new Clerk run by OALC
25/077/2	Ms Snell will be attending new Clerk's training this month.
25/078	Finance:
25/078/1	Agree payments for October – The Clerk gained approval for payments totalling £2,803.13 for Thomas Fox, HMRC payments, OALC training and the Clerk's pay.
25/078/2	Agree 2026-27 Budget and Precept – It was agreed to increase the precept for next year in light of additional costs for digitising the Clerk's work.
25/079	Any Other Business:
	Lower Street – Oxfordshire Highways were due to come back at the end of the year with follow-up tasks including line repainting. Clerk to follow up outstanding actions.
	The Rock – will be closed 10-12 th November by Thames Water.

The next Parish Council Meeting will be held on Wednesday 7th January 2026 at 7:30pm in the Village Hall.

There being no other business, the meeting closed at 9:30pm

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Signed by the Chairman

Date

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