

Blewbury Parish Council

Clerk to the Council
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MINUTES of the meeting of the Parish Council held on **Wednesday 18 June 2025** at 7.00 pm in the Melland Room at the Blewbury Clubhouse.

In attendance:

Cllr. Dermot Mathias (Chair)

Cllr. Anne Millman

Cllr. Lydia Inglis

Cllr. Lee Robinson

Cllr. Shelia Austin

Cllr. Julia Saunders

Cllr. Mark Shayler

Iain Wood, Lengthman

Parish Clerk. Kim Lloyd

District Councillor: Hayleigh Gascoigne

County Councillor: Rebekah Fletcher

PC Jeremy Oldroyd, Neighbourhood Officer for Wantage/Grove

2 x Members of the public.

1. Apologies for Absence

Apologies received from Andy Evason and Andrew Calder will try and arrive later.

2. Declarations of Interest

Mark declared an interest under finance for payments to approve as one of the invoices is his company, Mark will not vote.

3. Public Participation

Nothing raised.

4. Blewbury Antisocial Behaviour concerns

PC Jeremy Oldroyd, Neighbourhood Officer for Wantage/Grove attended and provided guidance and support in addressing recent reports of anti-social behaviour in Blewbury.

- Blewbury comes under the Wantage Neighbourhood Team
- Police Community Support Officers (PCSO) cannot search or arrest, they attend events and gather intelligence.
- A community survey has been created to determine the areas priorities
- A roadshow is planned to visit 15 villages to promote the survey
- The data from the survey will be used to identify problem areas that need supporting.

Funding

- It was mentioned that Thames Valley Police require contractors to allocate 20% of their contract costs to local initiatives.
- To approach Harwell Campus for grants as part of their corporate social responsibility
- Suggestion to involve youngsters in the design or improvements of local spaces to foster respect and reduce anti-social behaviour.

Planning Matters

5. Planning Updates

5.1 New Planning Applications – for review and comments

- [P25/V0963/LDE](#) **Yard adjacent to Coffin Way with driveway servicing Street's Westbrook Street Blewbury OX11 9QB.** Certificate of lawfulness for the use of land for open and closed storage (containers) of materials and vehicles.

The Parish Council **resolved to object**. There is no dated evidence supplied with the application to support the assertion that this is a yard, and that it has been in continuous use as such for more than 10 years. In two previous development applications and an inspector's appeal report of 2024, this site was described repeatedly as a 'paddock' and 'open ground'.

- [P25/V1031/DIS](#) **St Michaels Church Road Blewbury OX11 9PY.**
Discharge of condition 6 (Archaeological WSI) on planning application P24/V2671/HH and discharge of condition 6 (Replacement of Floor) on P24/V2673/LB (Demolition of existing rear porch. New single-storey rear and side extensions. Internal and external works to Listed Building. Demolition of garage)

The Parish Council **resolved to not comment** on a discharge of condition application.

- **REF: MW.0051/25** Planning application by Oxfordshire County Council, for planning permission: For a security camera and mast, renewing what was previously permitted by Planning Permission MW.0105/14, which expired at the

end of 2022 at Waste Transfer Station, Chilton Waste Transfer Station, Downs Lane, Chilton, Didcot, OX11 0RP.

The Parish Council **resolved to no objections.**

Reports & Updates

6. County Councillor

6.1 June Report received and circulated to Council

- The report has an action tracker to monitor questions raised by parishes.

6.2 To receive any further updates from the County Councillor.

- Consultations are open: congestion charges / dark skies.
- Anne will send our County Cllr a briefing note on key road issues to be put back on the tracker.

7. District Councillor

To receive any updates from the District Councillor

- No further forward with landowners for a cycle path between Blewbury and Upton
- Joint local plan is still undergoing examination
Parish Council noted that the BPC NDP will need updating once the local plan is adopted.

8. Action Points

See Appendix 1 for an update on previous meeting actions

9. Clubhouse & Recreation Ground

9.1 Report of any findings following meeting with Booking Clerk, Evi, Chair, Shelia, Dermot and Anne on 16th June

Summary of Discussions

- **Tables:** Art group to clean tables following concerns about their condition.
- **Deep Clean:** Scheduled for October/November.
- Mark said he would look at jet washing tables
- **Amazons Contracts:** Ongoing consultation for next year.
- **Finances:**
 - Actual income exceeded budget for the last financial year.
 - Accurate 2024/25 expenditure figures needed to confirm surplus.
 - Increased revenue from large hall and marquee bookings.
 - **Suggestions:** A book will be placed in the kitchen for improvement ideas.
 - **Ashtrays:** Discussion on reducing cigarette litter.
 - Options include fixed ashtrays or freestanding sand buckets.
 - Council to research suitable designs and practices from other halls.

10. Lengthman's Report ,Iain Wood

10.1 Resident Email (30/05) Swing Equipment Incident – TTF

The Parish Council received an email from a resident reporting an incident involving a child who sustained bruising while using the swing equipment at TTF. The Clerk responded promptly to reassure the resident that both internal and external inspections had been conducted. Following a thorough investigation, it was concluded that the swing may have been tampered with, as the securing nut was found to be loose. As a precautionary measure, an additional locking nut has been installed on the swing, and the equipment will be closely monitored going forward.

10.2 Review of April RoSPA Inspection Report

The Parish Council reviewed the quarterly inspection report from RoSPA (Royal Society for the Prevention of Accidents). The next external inspection is scheduled for July. Iain and Dermot (subject to availability) will meet with the inspector to discuss recurring concerns.

A key issue raised was the apparent lack of inspection at height for the taller play equipment. It was suggested that high-resolution drone photography could be used to assess the swing structure more effectively. The Clerk will consult RoSPA regarding the feasibility of this approach.

10.3 A piece of the **Pagoda** was damaged and had been put on the roof.

10.4 Large Swing Chain: Initial repair completed prior to the May meeting, with additional damage identified afterward. Further remedial work was subsequently undertaken in June.

10.5 New surface damage on **skate ramp** was reported.

11. Melland Room Car Park Planting

05/06 Email from Blewbury Tennis Club, David McPhail regarding overgrowth between the Tennis Courts and the Melland Room car park.

The planting is planned and will be rolled in with the tennis club lease. BPC are waiting to hear back from the tennis club committee meeting. Wildflowers and robust shrubs will be planted. Planting is planned for mid to late autumn.

12. Parish Benches (AC)

To consider Iain auditing benches and maintaining part of maintenance schedule
This item is deferred for when Andrew is in attendance.

13 Proposal for Two Unitary Councils

Lydia provided a report after attending a recent drop-in session.

Unitary Councils

Until mid-July, there is consultation about the future of local government in Oxfordshire. Central government has asked local authorities to draw up plans for unitary councils of around 500,000 each. The plan supported by Vale, SODC, West Oxfordshire, Charwell, and West Berkshire is to split the county into two.

One area would be Oxford City, West Oxfordshire, and Cherwell.

The other, called Ridgeway, would be West Berks, SIDC, and the Vale.

Oxford City Council does not support this plan and wants a "donut" arrangement.

Lydia will draft a response for the consultation and email to Council, if BPC agree to the response via email this will be submitted on behalf of BPC.

14. Traffic & Safety

To note:

14.1 No further information from OCC on informal crossings and WigWags (Mark Francis).

14.2 Consult County Councillor about 20MPH consultation and reviving discussions about formal crossing at Savages. Anne will send the data to Cllr Rebekah Fletcher

Matthew Barber attended the annual meeting. He engaged in granular discussions and spent time with the road safety group. The Clerk will write a thank you letter to him.

15. Environment

151. Flooding and Drainage

A level inspection of the London Road is scheduled for June 30th.

The Church End scheme is at a standstill.

15.2. Sustainable Blewbury

Sustainable Blewbury launches with a formal launch at Quaker Wood.

A grant of £35,000 has been received for the nature reserve, in addition to a legacy of £35,000 for Quaker Wood.

Note: Email 02/07 from VOWDC, Climate Action Fund is open

15.3. Other areas, nothing to report.

Discussion regarding the Cobb Wall Fund.

To check on the agreement of funds to spend to finish the work. The information will be found and sent to the clerk for record.

Administrative Items

16. Approval of Minutes

The minutes of the meeting held on 21st May 2025 were approved as a true representation of the meeting.

17. Finance

17.1. The June payments were approved as shown in Appendix 2

17.2. The bank reconciliation as of **31st May 2025** was approved as shown in Appendix 3

18. Annual Governance Accounting Statement (AGAR)

18.1 The Internal Auditors Report was circulated with no further actions.

18.2 The IA AGAR Report was received

18.3 Section 1 of the Governance Statement was approved, and signed by both Chairman and Clerk.

18.4 Section 2 of the Accounting Statement was approved, and signed by both Chairman and Clerk.

Projects & Ongoing Matters

19. “Have your say” Roadshow and Survey

Email 09/06 from PC Jeremy Oldroyd, Neighbourhood Officer Wantage/Grove Discussion on supporting the “Have Your Say” roadshow—a outreach effort involving village visits, community engagement activities, and survey promotion. Council agreed to help promote this event once dates are confirmed.

20. Skatepark Tenders

The tenders are work in progress. Mark has found more contractors to approach. There is a list of potential donors. A site visit was done at Cholsey to look at their skate park.

21. Armillary Sphere – Play Close (MS, JS) This is work in progress.

22. Blewbury History Group premises (AM)

The group has been given notice until the end of August for where they store their assets and where people can access the archives. The scout hut was mentioned that has two rooms, one of which is used for storage. The changing rooms at the Clubhouse were also suggested as an option.

23. Permissible Footpath Closure (JS, DM)

A meeting took place on 30 May between the sheep farmer, Dermot, and Julia to address concerns regarding dog-related incidents on a local footpath.

A ewe was fatally attacked by dogs, leading the farmer to temporarily close a permissive footpath. The dog owners are currently being prosecuted. The farmer also reported an unusually high number of ewe abortions, believed to be caused by stress from repeated dog disturbances.

Following the meeting, the Parish Council agreed to install signage promoting responsible dog ownership. The farmer has confirmed he will remove the padlock from the gate once the posters are in place.

A new poster has been designed to welcome walkers, require dogs to be kept on short leads, and clearly state that dogs off-lead are not permitted.

Due to the presence of very young lambs, concerns remain even beyond the lambing season. An additional poster will be created to highlight the risk of prosecution for irresponsible dog behaviour, and a more detailed notice will be included in the village bulletin, encouraging residents to remind one another to keep dogs on leads.

Thanks were given to Julia and Dermot.

24. Malthus Trust and Pre-school

It was agreed for Lydia to continue as a liaison reporting back to the PC as and when there is news to report.

Correspondence & Reports

25. Clerk's Correspondence

To note any correspondence not otherwise covered

- 09/06 Email from OCC: Part-Night Lighting Public Consultation
- 09/06 Email from OCC: Active Communities - Invitation to Join the Village Explorer Orienteering Trails

26. Chairman's Report

No additional updates.

27. Councillors' Reports

- Julia reported that issues at the back of the graveyard have worsened due to building lorries. Repairs have been made, and the church working group will make further repairs due to the proximity of graves to the edge.

28. Future Agenda Items

- Neighbourhood Plan Review – (worked on when the local plan is adopted)

29. Date of Next Meeting

The date of the next meeting will be on **Thursday 17th July 2025**. This was due to the Clerks unavailability on the scheduled 16th. The Clerk apologised for this inconvenience.

Lydia Inglis was warmly thanked for her unwavering support and dedication throughout her many years of service on the Parish Council. Her wealth of knowledge and steadfast commitment have been invaluable to the Parish, and her presence will be deeply missed.

Appendix 1

Actions

Item	Mtg	Action	Ownership	Update on action from this meeting
13	April	Repair to Zip Wire	Iain /Mark	Nearly complete, awaiting a part for welding.
9.2	April	Blind spot mirror	Andy Evason	
8	April	Clubhouse, meter installation.	Lee and Andy Evason	Awaiting a date to install meter from Octopus.

10.2	May	Play equipment future Maintenance Budget Plan	Clerk/Mark/Iain	Requires a walkabout valuation with Clerk, Iain and Mark to understand all items maintenance needs.
10.2	May	Add Big Swing parts to internal inspection sheets	Clerk	Added. Will circulate revised sheet to Iain.
16.3	May	Amend RA	Clerk	Complete
10.1	May	TTF Sign replacement	Clerk	WIP
17	May	Update Asset Register	Andrew/Clerk	Andrew and Clerk need to meet to review.

New Actions from this meeting

Item	Action	Ownership
6	To send Road Traffic data to CC for Action tracker	Anne
9	Research suitable designs and practices from other halls for ashtrays	All
10.2	Contact RoSPA regarding equipment height inspection concerns	Clerk
13	Response on government two unitary consultation	Lydia
14	Thank you emails to speakers	Clerk

Appendix 2

Finance June 2025

Scibe Voucher No:		PAYMENTS TO APPROVE IN MEETING		
20	01/05/2025	Blewbury Churchyard Grass Cut	White Horse Horticulture	200.00
21	06.06.2025	KAP Land Rent for 06.06.2025 to 05.06.2026, 3920823408	OCC	210.08
22	23.05.2025	Play Areas Repair Work & Sleepers for new bench, 223359	Shayler Concrete Pumping Ltd	3,102.02
23	31.05.2025	Maplink Technical Support until 31.05.2026, 146357	Pear Technology	114.00
24	13.06.2025	Internal Annual Audit, 2118	Abbott Denton & Co	360.00
	16.06.2025	Donation to Citizens Advice Bureau	CAB	150.00
		PAID: Salaries for May Month, Paid on 04.06.2025		
36	04.06.2025	May Cleaning Clubhouse	Jayne Newman	198.00
31	04.06.2025	Kim Lloyd, May	Kim Lloyd	1,003.91
33	04.06.2025	Expenses, Working from home allowance, May	Kim Lloyd	26.00
30	04.06.2025	Village Hall and Clubhouse Administrator Salary, May	Helen Evi Holroyd	1,045.85
34	04.06.2025	Expenses, Working from home allowance, May	Helen Evi Holroyd	26.00
32	04.06.2025	Lengthman Service Salary, May	Iain Wood	906.23
35	04.06.2025	Employer/ee Tax/Ni Contributions for May	HMRC	841.91
37	04.06.2025	Payroll, 2415	SME Accounting Services Ltd	20.00
		PAID: Direct Debits/Standing Orders		
25/26	05.06.2025	Loan Repayment for Clubhouse	Public Works Loan Board	3,190.00
28	23.05.2025	Wheelie Bin Waste Collection, 571C06185, DD 22.06.2025	Biffa	165.26
27	21.05.2025	BT Boadband, payment taken 4 June	BT	39.77
		PAID: since previous meeting		
38	20.05.2025	50 Refuse Bags for Clubhouse Ref: Jane Newman request, Amazon GB501U4BO7NJFI	Amazon	11.87
39	20.05.2025	Harpic Power Plus x 6 bottles. Ref: Jane Newman request, Amazon GB505Q11BV3LI	Amazon	12.90
		Total Expenditure		11,623.80
		RECEIPTS		
7	May	Lloyds Deposit Account Interest for May	Lloyds	370.16
40	06.05.2025	Society of Local Council Clerks, refund	SLCC	115.69
41	20.05.2025	Insurance Refund, from 10.12.24 to 12.10.25	Marsh Commercial	780.88
42	27.05.2025	Jan to March Evi Salary Contribution for Hall Admin	Blewbury Village Hall	1,555.50
43	29.05.2025	Dontation towards Bench	Marjorie Sherwen	71.00
		Total Income		2,893.23

Bank Reconciliation

