

# Blewbury Parish Council

**Clerk to the Council**  
Miss M Taylor  
21, Chilton Field Way  
Chilton  
Oxfordshire, OX11 0SQ  
[blewburypc@gmail.com](mailto:blewburypc@gmail.com)  
07968 772935

## **MINUTES** of the meeting of the

Parish Council held on **Wednesday 21<sup>st</sup> January 2026** at 7.00 pm in the Melland Room at the Blewbury Clubhouse.

### **In attendance:**

Cllr. Julia Saunders- (Chair)  
Cllr. Anne Millman  
Cllr. Andrew Calder  
Cllr. Andy Evason  
Cllr. Lee Robinson  
Cllr. Mark Shayler  
Cllr. Sarah Parkin  
Cllr. Shelia Austin  
Parish Clerk: Michelle Taylor  
Lengthman: Iain Wood  
2 x Members of the public

---

**Cllr. Saunders announced the introduction to the newly appointed Parish Councillor Benedict Scott. Introductions were given by all Councillor members and members of the public in attendance.**

### **1. Apologies for Absence**

-County Councillor Bekah Fletcher  
-District Councillors Hayleigh Gascoigne and Debra Dewhurst

**2. Declarations of Interest-None**

**3. Public Participation- None**

### **Planning Matters**

#### **4. Planning Updates**

4.1. Planning Applications – for review and comments

**No new planning applications**

4.2. Planning Decisions from Vale of White Horse DC – for information only

**No new planning decisions**

---

### **Reports & Updates**

**5. County Councillor-** Cllr Rebekah Fletcher. January report received and circulated to Council. **Appendix 1 (BPC Website)** Cllr. Fletcher informed the Clerk prior to the meeting that the Highways Engagement Team are due to visit Blewbury on the 19<sup>th</sup> February to review any current and outstanding issues within the village. Cllr. Millman and Cllr. Evason confirmed they were both available on that day to accompany the Highways Engagement Team and to raise any concerns.

**6. District Councillor –** Cllr. Hayleigh Gascoigne and Cllr. Debra Dewhurst-Apologies acknowledged. January report not received. Cllr. Millman announced that Rubble Pit Lane had been recently cleared, but was not aware who had carried out the works. The overgrown bridleway was originally reported to the District Councillor but no notification had been received that the works had commenced.

#### **7. Action Points**

See **Appendix 2** for update on actions.

#### **8. Parish Councillor Vacancy**

8.1. Co-option- Parish Councillor Vacancy

**Council agreed** unanimously to accept Benedict Scott to the office of Blewbury Parish Council having signed the declaration of acceptance to office form witnessed by the Clerk, and the register of interest form being completed and sent via the Clerk in the given timeframe.

#### **9. Lengthman's Report-Iain Wood**

9.1. General update on recent works carried out to include:

-New entrance and steps for zip wire.

- New steps at TFF/ Rubble Pit Lane.
- Digging out a foundation for the new Stone on the Mound.
- New height barriers signs.

Iain Wood thanked Cllr. Shayler for all his help and assistance with the above works which had been carried out during the past month.

---

## **Clubs and Societies**

### **10. Clubhouse**

10.1. Council to note Hall Administrator Report. December report circulated to Council.

10.2. **Roof Repairs.** Update on the repair to the Clubhouse roof following the Cricket Season. **(AM & SA)** Cllr. Austin announced research had been done to look at the best preventative measures and will make contact with all relevant parties to discuss moving forward.

### **10.3. Melland Car Park Stone**

Council to approve the preferred supplier, following quotations circulated to Council **(LR)** Cllr. Parkin raised concerns over the cost and purpose of the stone. Following a discussion with all Council members, **Council agreed** to approve Abingdon Stone's quotation to produce and deliver the stone ready for installation.

10.4 **Blewbury History Group storage** to confirm that agreement for archive storage in the Melland Room has been finalised **(AM)** Cllr. Millman confirmed the agreement is now in place and has now been signed by both parties.

### **11. Tennis Club**

11.1. To receive an update on the Tennis Club lease. **(AM)** Cllr. Millman announced the Tennis Club lease is currently being reviewed and is in the final stages of completion.

---

### **12. Traffic & Safety**

12.1. Speedwatch data report for December and data trends over time. December report received and circulated to Council.

12.2. Update on installation of traffic calming measures; Wig Wags, informal bollards, crossing at Savages **(AM)** Cllr. Millman announced that plans for installation of informal crossings and Wig Wags are now in progress and will provide an update at the February meeting of Full Council. (budget for Savages Crossing is earmarked for 2026/27)

---

### **13. Environment (AM)**

13.1. Cob Wall Ownership/Maintenance/Village Fund **(AC & JS)** Cllr. Saunders announced ownership and maintenance of the Cob Walls is ongoing and further investigation into the Cob Wall fund needs to be carried out and will report back on any findings at the February meeting of Full Council.

13.2. A417 London Road flood alleviation **(AE/AM)** Cllr. Evason confirmed the land at the bottom of Bohams Road is owned by Blewbury Parish Council. **Council agreed** to contact the residents of Boham Road to give them the authority to put in a soakaway to prevent future flooding and give a contribution of £500 towards the soakaway following works being carried out in line with current engineer practices.

13.3. Church End flood alleviation **(AE/AM)** Cllr. Millman announced the working party would be meeting next week and an update will be given at the next meeting of Full Council.

13.4. The Cleve / Spring Lane-The Clerk announced that the responsibility for maintaining Spring Lane by Blewbury Parish Council is being investigated and will report back at the February meeting of Full Council.

13.5. EV Chargers- Blewbury Village Hall **(AE & LR)** Cllr. Robinson and Cllr. Evason announced quotations have now been received and reviewed and would be meeting with the Village Hall Committee to discuss next actions moving forward.

---

## Administrative Items

### 14. Approval of Minutes

14.1. The minutes were approved of the Finance Committee meeting held on the 11<sup>th</sup> December 2025.

14.2. The minutes were approved of the Full Council meeting held on 17<sup>th</sup> December 2025.

### 15. Finance

15.1. The December payments were approved. **Appendix 3**

15.2. The following items were approved by Full Council as recommended by the Finance Committee:

- Finance Committee Term of Reference
- Grants for 2026-2027 E.g. VHEMC Post Office, Cob Wall Fund and Didcot CAB
- Cemetery fees, increase for non-residents
- Financial Regulations
- Risk Management Policy

15.3. To approve the Budget for 2026-27.

The Budget for 2026-2027 was circulated to all Council members following revision and recommendations made from the Finance Committee. Queries were raised by Cllr.

Parkin as to why the precept had been increased for the next financial year. Cllr.

Robinson outlined which areas of the budget had been increased, and clarified this was due to inflation and contingencies throughout the budget. **Council agreed** that the precept be increased from £118,000 to £127,500 for 2026-2027.

15.4. Council to approve the transfer of the 32-day notice account from Lloyds to Unity Bank **(LR)** **Council agreed** to transfer their current 32-day notice account with Lloyds to Unity Trust Bank.

### 16. Transferring of email accounts to gov.uk

Council to approve the transfer of email accounts to gov.uk **(LR & AE) Council agreed** to transfer the Parish Council email accounts to gov.uk.

---

## **Projects & Ongoing Matters**

### **17. Skatepark Tender Update (AE & AC)**

To receive an update from Skatepark Working Group. Cllr. Evason announced the preferred supplier has now been appointed and fundraising is in progress. A consultation meeting will be arranged in the coming months with the appointed supplier and all users and stakeholders of the skatepark. Cllr. Parkin raised her interest in the Skatepark working group and confirmed she would like to be involved moving forward.

### **18. Armillary Sphere – Play Close (JS)**

Celebration of the Armillary Sphere- 20th March 2026. Cllr. Saunders announced the celebration of the Armillary Sphere will be held on the 20<sup>th</sup> March 2026, being the equinox, which will be a small event involving local poets and residents and will include a competition which will be announced in the next Blewbury Bulletin.

---

## **Correspondence & Reports**

### **19. Chairman's Report**

For information only – any additional updates. None

### **20. Councillors' Reports**

Other updates from Parish Councillors (not listed on agenda)

Cllr. Shayler announced David the local postman is retiring after 30 years of service. Thanks was given by all Council members for his service to Blewbury over the years.

### **21. Future Agenda Items**

- Neighbourhood Plan Review – (Following the adoption of the OCC Local Plan)
- Flooding Updates-A417 London Road & Church End
- Lloyds Bank transfer to new current account
- Skatepark Comms

### **22. Date of Next Meeting**

Wednesday, 18 February 2026

## Appendix 2

### Actions from January Meeting, table 1

Item	Action	Ownership
6	Rubble Pit Lane-To establish who carried out the clearing of the lane.	Clerk
10.3	Melland Car Park Stone-To order	Clerk
13.1	Cob Wall Village Fund-To further investigate	Cllr. Saunders
13.2	A417 London Road flood alleviation-To contact residents to proceed with the soakaway as agreed by Council	Cllr. Evason
13.5	EV Chargers-Quotations received and reviewed-to meet with the Village Hall for consideration	Cllr. Robinson/Cllr. Evason
15.3	Submission of Precept 2026-2027	Clerk
15.4	Transfer their current 32-day notice account with Lloyds to Unity Trust Bank.	Clerk
16	Transfer of email accounts to gov.uk	Clerk

### Outstanding Actions from previous meetings - table 2

Item	Mtg	Action	Ownership	Update on action
11.1	September	To update the Tennis Club lease with suggested amendments by Council.	Clerk/Cllr. Millman	In Process
8	December	Clubhouse roof tile repair	Cllr. Austin	Ongoing
10.2	December	Clubhouse Roof Repair-Research into preventive measures to protect the Clubhouse Roof from further damage during the Cricket season.	Cllr. Millman and Cllr. Austin	Ongoing-Clerk to forward contact details of the Chairman to Blewbury Cricket Club
10.3	December	Removal of shrubs in Clubhouse Car Park to allocate extra parking	Iain/Cllr. Shayler	Ongoing

13.1	December	Cob Wall Ownership/Maintenance- To write to all Cob Wall Residents and to investigate the now redundant Cob Wall fund	Clerk/Cllr. Saunders/ Cllr. Millman	Ongoing
13.2.1	December	To review land registry for Spring Lane	Clerk	In progress
13.2.1	December	To write to all neighbouring residents of Spring Lane	Clerk/Cllr. Saunders	In progress
18	December	New Councillor Induction	Cllr. Millman/ Cllr. Saunders/ Clerk	In progress

### Appendix 3

Finance December 2025			
Inv Date	PAYMENTS TO APPROVE IN MEETING	Payee	Amount
31.12.2025	Hire of Kabota and Dumper-Recreation Ground Bohams Road	Didcot Plant Hire	513.98
	<b>PAID: Salaries for November Month, Paid on 02.12.2025</b>		
02.12.2025	November Cleaning Clubhouse	Jayne Newman	216.00
02.12.2025	M Taylor, November	M Taylor	1,316.12
02.12.2025	Expenses, Working from home allowance, November	M Taylor	26.00
02.12.2025	Village Hall and Clubhouse Administrator Salary, November	Helen Evi Holroyd	1,045.85
02.12.2025	Expenses, Working from home allowance, November	Helen Evi Holroyd	26.00
02.12.2025	Lengthman Service Salary, November	Iain Wood	984.91
02.12.2025	Employer/ee Tax/Ni Contributions, November	HMRC	682.49
02.12.2025	Payroll, November	SME Accounting Services Ltd	20.00
	<b>PAID: Salaries for December Month, Paid on 23.12.2025</b>		
23.12.2025	December Cleaning Clubhouse	Jayne Newman	216.00
23.12.2025	December Cleaning Village Hall	Jayne Newman	267.00
23.12.2025	M Taylor, December	M Taylor	1,718.52
23.12.2025	Expenses, Working from home allowance, December	M Taylor	26.00
23.12.2025	Village Hall and Clubhouse Administrator Salary, December	Helen Evi Holroyd	1,045.80
23.12.2025	Expenses, Working from home allowance, December	Helen Evi Holroyd	27.00
23.12.2025	Lengthman Service Salary, December	Iain Wood	420.69
23.12.2025	Employer/ee Tax/Ni Contributions, December	HMRC	258.15
23.12.2025	Payroll, December	SME Accounting Services Ltd	20.00
	<b>PAID: Direct Debits/Standing Order</b>		
01.12.2025	Octopus Energy-Ref: 38KQSQY PAID 01.12.2025	Octopus Energy	70.00
05.12.2025	BT Group PLC-Internet (Clubhouse)	Bt Group PLC	39.77
22.12.2025	Waste Collection	Biffa	92.74
22.12.2025	Clerk and Lengthmans Pension Contributions, November	NEST Pensions	162.74
19.12.2025	Bank Charges	Lloyds	8.50
	<b>PAID: Since previous meeting</b>		
22.12.2025	Transfer from 32 Day Account	Lloyds	9,435.73
	<b>Total Expenditure</b>		<b>18,639.99</b>
	<b>RECEIPTS</b>		
23.12.2025	Transfer from Current Account to Interest Account	Lloyds	9,435.73
31.12.2025	Deposit Account Interest for December	Lloyds	156.85
	<b>Total Income</b>		<b>9,592.58</b>