

## Sunningwell Parish Council

Draft Minutes of the Annual Parish Meeting held on  
Thursday 25<sup>th</sup> July 2026, at 7:30pm  
**IN SUNNINGWELL VILLAGE HALL**

### Present:

#### Councillors

Karen Laister, Mike Osborne, Debbie Neal, Judy Aspinall, Geoff Cross

### In attendance:

Katie Bennett - Clerk and Responsible Financial Officer  
County Councillor Diana Lugova, District Councillor Emily Smith  
12 Parishioners

92/26

### Questions and comments from visiting councillors and members of the public

A resident reported that weeds have obstructed a local footpath and requested that this be addressed. The Clerk will address this through FixMyStreet.

Cllr Karen Laister asked County Cllr Diana Lugova about the cost incurred by Oxfordshire County Council to implement the Oxford Congestion Charge scheme and the proposed costs of the new traffic filter scheme, including installation costs and associated income.

Parishioners also raised concerns regarding difficulties using the online permit application system. County Councillor Diana Lugova advised that officers could assist residents experiencing difficulties with the registration process and agreed to pass on feedback regarding the usability of the website.

The Council invited residents to express their views regarding the Government's proposals for Local Government Reorganisation.

Main concerns raised by residents included:

- Loss of the village's rural identity if included within Greater Oxford.
- Strong community links with Abingdon rather than Oxford.
- Concerns that rural communities would receive less representation within a predominantly urban authority.
- Potential future development pressure on surrounding farmland.
- The impact on local schools, particularly shared arrangements between neighbouring villages.
- Concerns regarding parish boundaries and community cohesion.
- Uncertainty over future planning, highways and local services.
- The lack of clarity regarding how the proposal had been developed.

District Councillor Emily Smith confirmed that the current Local Plan remained unaffected by the reorganisation proposals.

Parishioners strongly expressed a preference for Sunningwell remaining aligned with the Ridgeway authority rather than becoming part of Greater Oxford.

The Council reviewed the results of the parish survey from the District Council which showed clear support for maintaining closer links with Abingdon, seeking inclusion within the proposed Ridgeway authority and opposing inclusion within Greater Oxford.  
The Council also received comments from a neighbouring parish representative regarding similar concerns.

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| <b>93/26</b> | <b>Apologies for absence received</b> |
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Councillors James Salter-Cairn and Ramsundhar Baskaraulu

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| <b>94/26</b> | <b>Declarations of members' interests in respect of any item.</b> |
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None

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| <b>95/26</b> | <b>Minutes of the June council meeting.</b> |
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It was unanimously RESOLVED that the minutes from the June council meeting be accepted as a true record and signed by Cllr Karen Laister (Chair).

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| <b>96/26</b> | <b>Planning Applications</b> |
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[P26/V0662/HH](#) - 81 Sunningwell - application is objected to as it fails to demonstrate compliance with national and local planning policies in relation to both flood risk and heritage.  
[P26/V1850/FUL](#) - Chilswell Barn – no objection  
[P26/V1860/FUL](#) Fairfield Foxcombe Road – object on grounds of privacy  
[P26/V2171/LDE](#) Green Ridge Lincombe Lane – no objection

Action: Clerk

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| <b>97/26</b> | <b>Clerk's Report for July</b> |
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The Clerk's report, listing each of the month's receipts and payments, to be approved at the July meeting.

June

| PAYMENTS                |           |  |  |
|-------------------------|-----------|--|--|
| Mailerlite              | 14.89     |  |  |
| Parish Online Accounts  | 9.99      |  |  |
| Sheild Maintenance      | 62.40     |  |  |
| MRH Services            | 971.97    |  |  |
| WTG Consultants         | 137.50    |  |  |
| M R White               | 468.00    |  |  |
| EE                      | 21.60     |  |  |
| Clerks Salary           | 822.37    |  |  |
| HMRC                    | 194.80    |  |  |
| Mailerlite              | 14.89     |  |  |
| BANK BALANCE            |           |  |  |
| At the end of June 2026 | 64,618.24 |  |  |

The Clerk asked for, and received, Council's approval pay the following:

Mick Herring £92.50

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Shield £62.50  
Mark McCracken £85

The Council agreed that up to £40 is approved for the removal of the overgrown tree at the Village Hall.

The Council reviewed the latest playground inspection report and noted that the timber elements of the play equipment will require ongoing monitoring.

The Council discussed the timing of availability of Section 106 monies and agreed to identify suitable projects on which the funding could be spent.

The Council noted that Cllr Mike Osborne will circulate the draft Parish and Town Local Nature Recovery Strategy report to the Biodiversity Working Group for comment. The Council agreed that its formal response to the consultation will be considered and approved at the September meeting.

The Clerk will be registered as a Super User on FixMyStreet to assist with the reporting and monitoring of local issues.

Action: Clerk

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| <b>98/26</b> | <b>Finance Working Group</b> |
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The Finance Working Group met to review the current budget against actual expenditure and was satisfied that spending remains in line with the approved budget. Banking arrangements were discussed, and the Clerk will seek advice from OALC.

The Council noted that the Clerk's pension arrangements and salary will be reviewed at the September meeting.

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| <b>99/26</b> | <b>Local Government Reorganisation</b> |
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The Council agreed to continue opposing the inclusion of Sunningwell within the proposed Greater Oxford authority and to prepare detailed written representations setting out the Parish Council's case for inclusion within the Ridgeway authority. A working group comprising Cllrs Karen Laister, Judy Aspinall, Mike Osborne and the Clerk was established to prepare the draft representations ahead of the Government submission deadline.

The Council also agreed to work collaboratively with neighbouring parish councils. They agreed to support, in principle, with four votes for and one against, the joint parish letter opposing the proposals, subject to suitable amendments. It was further agreed that no financial commitment would be made towards any future judicial review at this stage.

The Council resolved to invite representatives of the proposed Greater Oxford authority to meet with the Parish Council and to write to the relevant Government ministers and local representatives setting out the Council's concerns.

Action: Clerk, Cllrs Kairen Laister, Mike Osborne, Judy Aspinall

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| <b>100/26</b> | <b>Village Hall</b> |
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The Council considered the condition of the Village Hall and discussed the potential benefits of commissioning a building survey. The Council asked the Clerk to request a valuation of the Village Hall as per the conditions of the lease.

The Council will propose providing funding for a building survey of the Village Hall to the Village Hall Committee for its consideration.

Action: Clerk

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| <b>101/26</b> | <b>Sunningwell Cricket Club Signage</b> |
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The Council noted that signage on the Cricket Club grounds incorrectly suggests that the land is owned by the Council and the sign is not being enforced. As the land is not Council property, it was agreed to remove the sign.

Action: Clerk

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| <b>102/26</b> | <b>Events</b> |
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The Council discussed ideas for events to be held within the parish during 2027. It was agreed that a notice be included in the parish newsletter to gauge interest in organising a summer event and to invite volunteers to assist with its planning and delivery.

Action: Cllr Debbie Neal

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| <b>103/26</b> | <b>Bonfire and Fireworks Event</b> |
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The Council discussed arrangements for the annual Bonfire Event. Members noted the need to identify sufficient marshals and agreed to seek volunteers to assist at the evening event and, in particular to ensure there were volunteers to assist with clear up the following day. The Clerk was requested to notify the Police and Fire Service of the event.

An expenditure of £12 for the Temporary Event Notice (TEN) licence is approved and the Clerk will submit the application.

Action: Clerk, Cllr Mike Osborne

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| <b>104/26</b> | <b>Neighbourhood Plan</b> |
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The Council noted that the Steering Group has approved all documentation for the Regulation 14 Pre-Submission Consultation.

Copies of the consultation documents are available at various locations throughout the parish and on the Council website. A consultation response form is also available on the website to enable Parishioners to submit their comments.

That Council approved the Regulation 14 Pre-Submission Consultation.

Action: Cllr Mike Osborne

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| <b>104/26</b> | <b>Flooding</b> |
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The Clerk will sign and return the grant application in readiness for works to start.

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| <b>105/26</b> | <b>Cloudy IT</b> |
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The Council noted that the recent IT migration has been completed successfully, with no issues reported.

The Council approved expenditure of £3.10 per month for the Neighbourhood Plan email inbox.

Action: Cllr Mike Osborne

**The next Parish Council Meeting will be on Thursday 24<sup>th</sup> September 2026.**

**from 7:30 p.m. in Sunningwell Village**

*The June council meeting closed at 21:17p.m.*