

Sunningwell Parish Council

Minutes of the Annual Parish Council Meeting held on
Thursday 28th May 2026, at 9:00pm
IN SUNNINGWELL VILLAGE HALL

Present:

Councillors

Karen Laister, Debbie Neal, Mike Osborne, Judy Aspinall, Geoff Cross, Ramsundhar Baskaravelu and County Councillor Ben Potter

In attendance:

Katie Bennett - Clerk and Responsible Financial Officer

88/25 Election of Chair of the Council

- a) Election of Vice Chair of the Council
- b) Signing of Declaration of Acceptance Forms

89/25 Apologies for absence received

District Cllr Diana Lugova, County Cllr Emily Smith

90/25 Declarations of members' interests in respect of any item.

Cllr Karen Laister registered an interest in regards to the planning application for St Leonards Church

91/25 Minutes of the April council meeting.

It was unanimously RESOLVED that the minutes from the April council meeting be accepted as a true record and signed by Cllr Karen Laister (Chair).

92/25 Planning Applications

P26/V0654/FUL St Leonard's Church, Sunningwell

P26/V1197/FUL Church Farm, Hunters Lodge Dark Lane Sunningwell

The Council agreed to comment no objections to the above applications.

The Council noted the following application:

R3.0076/26 application to continue the development permitted by R3.0148/22 new grade separated dumbbell junction, a dumbbell junction, an off-slip to allow northbound traffic to exit on the A34 and an on-slip to allow southbound traffic to enter A34

Action: Clerk

93/25 Clerk's Report for May

The Clerk's report, listing each of the month's receipts and payments, to be approved at the May meeting.

May

PAYMENTS		
05-May	Mailerlite	14.97
05-May	Parish Accounts	9.99
06-May	Glasden (Bayworth Bins)	341.95
11-May	MRH Services	92.50
11-May	Zurich (Insurance)	1032.87
11-May	Keepnet	240.00
11-May	Vineyard Accountants	202.68
11-May	OALC (subscription)	252.00
11-May	Keepnet	89.40
11-May	M R White	468.00
21-May	EE	21.60
26-May	HMRC	194.80
26-May	Shield Maintenance	57.20
26-May	Clerks Salary	816.65
26-May	HMRC	194.80
26-May	Cloudy IT	2839.80

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

Shield £57.20
ICO Direct debit 22/06/2026 £52 (minus £5 for Direct Debit)
WTG Consultants (Internal Audit) £137.50
Cllr Debbie Neal (APM expenses) £73.10
Bayworth defib replacement pads £45+VAT

The Council agreed to terminate its subscription to Parish Accounts.

The Clerk will transfer £20,000 from the current account to the savings account and will investigate alternative savings accounts offering higher interest rates.

The Council agreed to hold an informal meeting on 23 June at 7:30 pm.

The Clerk reported that the annual playground inspection is scheduled for July at a cost of £83.

The Council considered correspondence from a parishioner regarding the 'No Mow May' initiative. While recognising the environmental benefits and importance of supporting biodiversity, the Council noted that the Village Green must remain accessible and usable for all residents and therefore cannot be allowed to become excessively overgrown.

Action: Clerk

94/25	AGAR
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The Council agreed to set the dates for notice of public rights from 3rd June 2025- 14th July 2025.

95/25	Bayworth Bench
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Cllr Geoff Cross inspected the positioning of the bench at Bayworth Green. Following consideration, the Council agreed that the bench should remain in its current location.

96/25	Footpath Warden
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The Council agreed to appoint a parishioner as Footpath Warden. The parishioner will be invited to attend a future Council meeting, and Cllr Geoff Cross will meet with him to discuss the requirements and responsibilities of the role. The Council also noted that he may wish to join the Ramblers Association for guidance and support in carrying out his duties.

The Clerk is to update the website.

Action: Cllr Geoff Cross and Clerk

95/25	Neighbourhood Plan
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The next steps in the Neighbourhood Plan is preparing the supporting documentation for potential non-designated heritage assets within the parish.

It was noted that further clarity is required regarding the criteria for identifying non-designated heritage assets and the implications for planning applications affecting such assets. The Steering Group also discussed the need to establish an appropriate approach for engaging with property owners and residents.

These matters will be considered further at the next Steering Group meeting, scheduled for Thursday 4 June. Cllr Mike Osborne will speak with District Cllr Emily Smith to seek clarification on the designation process, the definition of non-designated heritage assets, and the associated planning considerations.

Action: Cllr Mike Osborne

95/25	Village Green Wall
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The Council agreed to submit an application to the Climate Action Fund at the VOWH.

Action: Clerk

95/25	Playground
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The application for the playground has been submitted.

Action: Clerk

The next Parish Council Meeting will be on Thursday 26th June 2025.
from 7:30 p.m. in Bayworth Chapel
The May council meeting closed at 9.30 p.m.