



26 Eaton Village  
Eaton, Oxfordshire OX13 5PR  
[parishclerk@northleighparishcouncil.gov.uk](mailto:parishclerk@northleighparishcouncil.gov.uk)  
07796 039 496

**MINUTES of the Parish Council Meeting of North Leigh Parish Council (NLPC) held on Thursday 21<sup>st</sup> August 2025 at 7:30pm in the Turner Hall**

**Councillors Present:** Andy Clements (Chair), Councillors Kevin Swann (KS), Carol Frost (CF), Sarah Veasey (SV and District Councillor), Robert Gunn (RG) and David Harris (DH)

**In attendance:** Allison Leigh, Clerk, County Councillor Liam Walker

**94/25. Apologies for absence:** Councillors Fran Jeffes, Malcolm Shead

The Chair noted that Julie Minch has resigned from the Council. The Council asked the Clerk to send a card of thanks for her service on behalf of the Council.

**95/25. Declarations of interest/Dispensation requests:** SV declared an interest in item 102/25: Planning application 25/01649/FUL.

**96/25. Public Forum:** No members of the public were present.

**97/25. County/District Reports:**

**West Oxfordshire District Council (WODC)**

- There is significant archaeological work which will need to be considered on the land of the proposed Lioncourt development. The developers will need to reconfigure application or withdraw. They have not withdrawn at this time.
- Phase 1 of the WODC Local Plan closed on the 8<sup>th</sup> August. WODC planning meetings have taken place, but sites for allocation have not been announced as of yet.
- Salt Cross has had approval for Net Zero.

**Oxfordshire County Council (OCC)**

- The A4095 at Bladon will be shut on the 31<sup>st</sup> August from 5am – 11pm for tree works.
- Salon Prive will be held at Blenheim Palace the 31<sup>st</sup> August so the A44 will be busy.
- OCC's congestion charge consultation has closed. Over 70% not in favour. This will be discussed at the Scrutiny Committee on the 27<sup>th</sup> August.



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- Cottsway has been consulting with residents regarding a small grass area on Windmill Road.
- Bus service: There have been changes to the S7 service.

**98/25. Finance:**

i. **Finance report:**

- a. The Council agreed the payments for authorisation and noted receipts since the last meeting and the bank reconciliation as of 31/7/25. See Attachment 1.

ii. **Essential Law for Cemetery and Crematorium Managers - 2025: An ICCM Publication:** The Council resolved to purchase the book at a cost of £46. See Attachment 2.

iii. **Bollards:** The Council noted the increased quote from G. Hill and Sons' of £4,660 +VAT. This is based on the request to increase the number of bollards to 16 having done a site visit. Local authority charges may be additional.

iv. **Local Government Servies Pay Agreement 2025-2026:** The Council noted the increase backdated to 1/4/25:

- a. **Clerk:** The increase will be applied to National Joint Council Spinal Column Point 26.

- b. **Library:** See Attachment 3.

**99/25: Adventure Playground:**

- a. The Council resolved to erect a fence to prevent unauthorised access. The Council asked the Clerk to arrange contractors to meet on site in preparation for quotes for a 20m x 6 foot fence.
- b. Annual maintenance: The Council resolved to continue with the maintenance as is currently done.



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- c. Signage: The Council resolved to post signs at each of the 3 entrances to the Adventure Playground.

DH reported had spoken with a planning consultant who suggested WODC might be able to lift the permitted development rights. If so, the Council could install the MUGA under permitted development without planning.

DH has a meeting scheduled meeting with another planning consultant. The Council would like to have at least two quotes for the next meeting.

**100/25: Children's Playground:**

- i. Repairs: The Clerk reported that Proludic has been contracted to do the repair of the roundabout and wet pour under delegated authority. The quote for the gate repair was considered at minute reference 106/25.

**101/25: A40 Barnard Gate junctions (Eynsham) - Proposed experimental right turn prohibition:** The Council resolved to submit the response in Attachment 4.

**102/25: Planning:** The Council considered the following planning applications.

- i. 25/01649/FUL  
The Walled Garden, Wilcote OX7 3DT  
Demolition of existing garden office building, fruit cage, sheds and outbuilding, and the erection of replacement garden office building, polytunnel and activities barn (Use Class E)

North Leigh Parish Council has no comments on this planning application.

- ii. 25/01487/OUT  
Providence Cottage, New Yatt Road, North Leigh OX29 6TN  
Outline application for a single dwelling and access

North Leigh Parish Council will not object, but will make a comment about access.

- iii. 25/01729/HHD  
Old Chapel Cottage East End North Leigh OX29 6PX  
Conversion of existing home study/office outbuilding to residential annexe ancillary to existing dwelling



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North Leigh Parish Council does not object to this planning application, but have concerned as to access and parking. The Council would not want to see this sublet.

iv. 25/01758/HHD  
Greenacres 32 Park Road North Leigh OX29 6RX  
Erection of a single storey rear and two storey side extension and a front porch (Amendment to approved planning permission Ref.24/01029/HHD to include the erection of a front extension and porch enlargement)

North Leigh Parish Council would like to express concerns that they are not straying from what has been approved.

The Chair of the Planning Committee will send comments to the Clerk for submission by 22/8.

25/01905/RES has been received and a meeting of the Planning Committee will be held on Tuesday the 9<sup>th</sup> September.

**Matters for Report**

SV reported she is working on local housing issues. .

Date and time of next meetings:

Planning Committee: Tuesday the 9<sup>th</sup> September 2025 at 7:30pm, Turner Hall  
Parish Council meeting: Thursday the 11<sup>th</sup> September 2025 at 7.30pm, Turner Hall

**103/25: Confidential:** No members of the public were in attendance so there was a not a need for a resolution to remove them.

**104/25: Car parking:** The Council does not believe a piece of land reviewed for village car parking is viable, but CF will investigate.

The County Councillor will speak to Cottsway and SV will speak to the Chair of the Governors of NL CofE Primary School about the use of land for parking. Pending the outcome of those conversations a meeting with the Memorial Hall regarding parking could be convened.



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**105/25: Planning consultant quotes:** See minute reference 99/25.

**106/25: Repairs quote:** The Council resolve to proceed with ARD for the gate repair at the Children's Playground at a cost of £2105 + VAT.

**The deadline for items for the September agenda is Thursday the 28<sup>th</sup> August 2025.**

The meeting closed at 21:50.



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**Attachment 1:**

**Payments for authorisation**

<u>Date</u>	<u>Description</u>	<u>Supplier</u>	<u>Total</u>
10/07/2025	Phone charger	iStore	37.98
10/07/2025	Data wiping - old laptop	System and Solutions	25.00
10/07/2025	Council mobile phone	Lebara	6.95
10/07/2025	Lloyds fee	Lloyds Bank	3.00
31/07/2025	Unity Bank service charge	Unity Bank	6.00
21/08/2025	Cemetery database	Edge IT Systems Ltd	414.00
21/08/2025	Neighbourhood plan expenses	The Flying Press	86.25
21/08/2025	Laying of bark in the Children's Playground	Broadleaf Services	180.00
21/08/2025	Web hosting and WordPress updates	Dark White Digital	35.00
21/08/2025	Clerk mileage and home allowance	Allison Leigh	54.90
21/08/2025	Hire of Memorial Hall	North Leigh War Memorial Hall	12.50
21/08/2025	Ground maintenance	BGG	-10.00
21/08/2025	Ground maintenance	BGG	264.00
21/08/2025	Ground maintenance	BGG	264.00
21/08/2025	Cemetery bin management	Grundon	69.44
21/08/2025	Training course	Society of Local Council Clerks	18.00
21/08/2025	External audit fee	Moore	504.00
21/08/2025	Printing of Newsletter	The Flying Press	541.86
21/08/2025	SLCC Conference	Society of Local Council Clerks	132.00
21/08/2025	SLCC Conference	Society of Local Council Clerks	237.60
21/08/2025	Training course	ICCM	186.00
21/08/2025	Bus shelter cleaning	Multi Hands	250.00
<b>Total</b>			<b>3,318.48</b>

**Receipts from 1/7/25 – 31/7/25**

<u>Date</u>	<u>Description</u>	<u>Sup- plier</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
25/07/2025	VAT Refund	HMRC	0.00	981.45	981.45
18/07/2025	Refreshments for ICCM training	ICCM	144.41	0.00	144.41
<b>Total</b>					<b>1,125.86</b>



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**Bank Reconciliation at  
31/07/2025**

Cash in Hand 01/04/2025	69,142.93
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**ADD**

Receipts 01/04/2025 - 31/07/2025	43,036.26
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112,179.19

**SUBTRACT**

Payments 01/04/2025 - 31/07/2025	22,431.14
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<b>A</b>	<b>Cash in Hand 31/07/2025</b>	<b>89,748.05</b>
	(per Cash Book)	

Cash in hand per Bank Statements

Petty Cash	31/07/2025	0.00
Unity Bank	31/07/2025	32,015.13
Lloyds	31/07/2025	0.00
Unity Instant Access Ac- count	31/07/2025	57,732.92

89,748.05

Less unpresented payments

89,748.05

Plus unpresented receipts

<b>B</b>	<b>Adjusted Bank Balance</b>	<b>89,748.05</b>
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**A = B Checks out OK**



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**Attachment 2:**

The screenshot shows an Amazon product page for the book 'Essential Law for Cemetery and Crematorium Managers - 2025: An ICCM Publication' by V. Charles Ward. The book cover features a path lined with trees. The product description highlights updates to medical examiner rules, changes to death certification, and new case-law. It is a Paperback published on 28 Nov. 2024. The price is £46.00, and it includes Prime delivery. The page also shows other purchase options and a 'Report an issue with this product' link.

**Attachment 3:**

**Library payments through 31/3/2027**

<b><u>Amount (£)</u></b>	<b><u>Date due</u></b>	<b><u>Period the payment covers</u></b>
3,148	1 February 2024	1 April 2024 - 30 September 2024
3,148	1 April 2024	1 October 2024 – 31 March 2025
3,148	1 October 2024	1 April 2025 – 30 September 2025
3,274	1 April 2025	1 October 2025 – 31 March 2026
3,378	1 October 2025	1 April 2026 – 30 September 2026
3,378	1 April 2026	1 October 2026 – 31 March 2027



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**Attachment 4:**



**RE: INITITAL Consultation – A40 Barnard Gate junctions (Eynsham) – Proposed experimental right turn prohibition**

North Leigh Parish Council echoes the following comments from County Councillor Liam Walker:

I am writing to you regarding the County Council's current consultation on proposals to introduce an Experimental Traffic Regulation Order (ETRO) at the A40 Barnard Gate junctions, which would prohibit right turns out of both junctions, requiring left turns only.

While I welcome the recognition that action is needed to improve safety at this location — particularly as part of the Council's Vision Zero programme — I have significant concerns that this proposal does not go far enough in addressing the longstanding issues along this stretch of the A40 and ask for your support along with your council to ensure the county council gets these improvements right.

Earlier this year £100,000 was set aside by the county council with the understanding this funding would deliver meaningful and lasting change, not simply to install temporary signage and barriers which may have limited long-term impact.

In particular, I am extremely concerned that the current proposal does nothing to address the dangerous and well-known issue of the right turn into South Leigh from Witney on the A40. There is currently no designated area to safely make this turn, and the risks associated with this manoeuvre are clear to anyone who regularly uses this route.

As local councillors, you will be only too aware of the importance of getting this right. I am therefore



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urging you to support a stronger and more ambitious approach by submitting your own or a council response to this consultation. Responses can be submitted to Christian Mauz at the Traffic C Road Safety Team via email at: Christian.Mauz@oxfordshire.gov.uk

Yours sincerely,

Cllr Liam Walker

Conservative County Councillor for the Hanborough C Hailey division Leader of the Oxfordshire Alliance Group on Oxfordshire County Council