



OXTON PARISH COUNCIL

**Minutes of the Full Parish Council Meeting Held on
Tuesday 12th May 2026 at 7.30 pm in the Sylvia Bell Room, Oxton Village Hall**

Present: Cllrs: Lyndsey Whitby (LW), Kath Simpson (KS) Kevin Cocker (KC) Hannah Lempicki (HL)
In Attendance: Rhona Holloway (Clerk)

2026	DISCUSSION AND DECISIONS
	Public Participation: <i>No members of the public attended</i>
17/26	To receive and accept apologies for absence: <i>none</i>
18/26	To receive and note declarations of interest: <i>none</i>
19/26	To Elect the Chairman and Vice Chairman: <i>1 Nomination for Chairman was received, Cllr. Lyndsey Whitby, this was seconded and moved for approval. 1 nomination for the Vice Chairman was received, Cllr. Hannah Lempicki, this was seconded and moved for approval.</i>
20/26	Declaration of Office forms to be signed: <i>These were duly signed by both Councillors</i>
21/26	To receive and accept the Minutes of the meeting held on 14th April 2026 <i>Minutes from the meeting held on 14th April 2026 were accepted as a true record of the meeting and signed by the Chair.</i>
22/26	To Report on Matters Arising: <i>None</i>
23/26	To receive and note reports from District and County Councillor: <i>Councillor Jackson passed on his congratulations to the Chair for her re-appointment. He outlined the new funding that NCC had received from EMMCA for the road improvements, some funding from NCC safety measures budget had been reallocated to pothole repairs. New JCB machines for pothole repairs had been purchased by NCC, hopefully with the increased budget and the new machines the roads will get much better. The County Council grant scheme had re-opened. Food waste bins will soon be distributed out; there was white lining being done on the main road through. A6097 improvements will be commencing in July. HL asked if Cllr. Jackson would look at the planning conditions linked to a property and confirm if they had all been completed and signed off.</i>
24/26	To Consider a co-option on to the Parish Council: <i>It was outlined that the PC has 3 vacancies at the moment, 1 is an historical vacancy and can be co-opted onto at any time, the other two vacancies have only just arisen and need to be advertised through NSDC in accordance with Section 87(2) of the Local Government Act 1972. The required forms had been sent to NSDC. The PC would be notified of the outcome. It was confirmed that the PC had received 1 notice of interest from a resident to join the PC, and it was agreed that this could be the historical vacancy post. The Clerk would e-mail him to outline the co-option process.</i>
25/26	To note resignations and offer thanks to outgoing Parish Councillors: <i>At the recent Annual Parish Meeting the Chairman had announced that Donna and Jeremy Leivers were stepping</i>

	<i>down from the Parish Council. The Chairman and Councillors thanked them for their hard work and commitment to the Parish Council and the work they had done within the Village.</i>
26/26	To agree Councillor roles: <i>It was agreed to continue as before until new Councillors were appointed.</i>
27/26	Planning: <i>None to note</i>
28/26	Financial Matters: a. To note payments received and authorise accounts for payment: <i>NOTED & AUTHORISED by two Councillors</i> b. To approve monthly bank reconciliation as of 30th April 2026 <i>Approved and signed by the Chairman</i>
29/26	For discussion and decision: a) New signage for the park: <i>It was agreed that a full transfer overlay would be used on the sign to the park, this would have the current Clerks details on it.</i> b) Insurance renewal quote: <i>The new quote for this year's Insurance was outlined, the Clerk confirmed other quotes for the Insurance had been sought elsewhere but none had been received. It was resolved to agree this quote</i> c) Car Park lighting: <i>This was discussed and the quote from Via for the one light was agreed. This would mean a reduction in the amount of grant funding required from NCC. Clerk to chase this grant as it had not arrived yet.</i> d) Renewal contract for the lengthsman scheme: <i>The Clerk outlined that the new contract was for 1 year only instead of the previous 3 year one, the sum offered was the same as previous years. It was agreed that the new contract would be signed off and returned to Via as approved.</i> e) Comments from the Internal Auditor: <i>nothing received yet</i> f) Village signs: <i>This was discussed in detail, and it was agreed that a separate subcommittee be set up to progress ideas and designs, residents from the village would be invited to take part.</i> g) Bonfire night arrangements: <i>LW confirmed that she had had a very positive meeting with the Cricket Club over the Bonfire event this year. It was outlined that the CC would look at having discussions with L Britchford around the fencing required. It was noted that this is not a Parish Council run event. The Parish Council had agreed that the Parish Council field would be closed the day after the event to allow the field to be cleared of debris. This was agreed by all. It was confirmed that the Parish Council approved the request to use the field for the event and would look to request the usual agreements from the Cricket Club to include, Risk assessment, Formal agreement, Insurance details and a plan.</i>
30/26	To receive and note Lead Role reports
a.	Highways: <i>nothing new to note</i>
b.	Village Hall: <i>Nothing new to note from the Annual Parish meeting presentation</i>
c.	Recreation Ground and maintenance: <i>All OK</i>

d.	Green Spaces (LW): LW is looking at options for the replacement bin by the Bridge
e.	Risk & Resilience/flood defenses: (LW). Nothing new to report
f.	Grants: (KC) As outlined by Cllr. Jackson the CC Grant fund is open again and KC will look to access this
g.	Transport: (KC) KC had e-mailed EMMCA to suggest a no cost option to putting an extension to Southwell on the bus route, he had not received a reply but would chase this up
h.	Website: KS outlined that she was now looking to add in a 'what's on' and 'News' page to the website. It was agreed that a Social Media policy be developed.
i.	Planning: (HL) Nothing new to note
31/26	To note correspondence received: All circulated electronically and noted during the meeting a) A letter from a resident regarding dog mess on the verge: The Clerk confirmed she had replied to this letter outlining the 'report it' section on NSDC website and that she would request a cleanse from NSDC for the mess b) An e-mail from a business to ask if they can advertise on the Parish Council noticeboard: This was discussed and the Clerk to write to let the company know only PC notices can go in the PC noticeboard, it was mentioned that the noticeboard in the bus shelter had advertising in it and KC mentioned he accepted adverts in the shop
32/26	Items for the next agenda: Godfreys Charity
33/26	Date of next Parish Council meeting: The next meeting would be on 9th June 2026 at 7.30 pm in the Sylvia Bell Room at the VH.
34/26	Meeting Closed: There being no further business the Chair closed the meeting at 21.16

Signed by

Chairman - Oxton Parish Council

Date.....