



## OXTON PARISH COUNCIL

Minutes of the Full Parish Council Meeting Held on  
Tuesday 9<sup>th</sup> September 2025 at 7.30 pm in the Sylvia Bell Room, Oxton Village Hall

**Present:** Cllr's: Lyndsey Whitby, (LW) Donna Leivers (DL), Jeremy Leivers (JL), Kathryn Simpson (KS) Hannah Lempicki (HL)

**In Attendance:** Rhona Holloway (Clerk and RFO)

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| Year and Minute | <b>DISCUSSION AND DECISIONS</b>   |
|                 | <b>Public Participation:</b> None   |
| <b>062/25</b>   | <b>To receive and accept apologies for absence:</b> Apologies received from Cllr. Kevin Cocker  |
| <b>063/25</b>   | <b>To receive and note declarations of interest:</b> There were no declarations of interest.  |
| <b>064/25</b>   | <b>To accept as a true record of the meeting the Minutes of the previous meeting:</b><br>Minutes from the meeting held on 8 <sup>th</sup> July 2025 were accepted as a true record of the meeting and signed by the Chair.  |
| <b>065/25</b>   | <b>To Report on Matters Arising:</b> none were noted  |
| <b>066/25</b>   | <b>To receive and note reports from District and County Councillor:</b> none received   |
| <b>067/25</b>   | <b>Planning:</b> none   |
| <b>068/25</b>   | <b>Financial Matters:</b><br>a. To note payments received and authorise accounts for payment: of £2030.72, These were approved and signed by two Councillors<br>b. To approve monthly bank reconciliation Bank of Scotland and Unity Bank as of 30 <sup>th</sup> August 2025 at £27418.28. This was approved and signed by the Chairman<br>c. The Local Government pay award for 2025/26 was acknowledged and approved by all Councillors   |
| <b>069/25</b>   | <b>New Assertion 10 AGAR requirements for 2025/26</b><br>a) <b>IT Policy:</b> a draft policy had been circulated in advance and would be discussed over the next meetings<br>b) <b>Requirements for secure e-mail addresses:</b> The Clerk outlined that a dedicated .gov e-mail address is needed for the Clerk, Cllr. Simpson advised that this was being done through the new Hugo Fox website. It was outlined that all Councillors need to consider a dedicated e-mail address going forward, Councillors agreed that this would form a part of discussions over the new website<br>c) <b>Web Site:</b> This is ongoing and Cllr. Simpson suggested a separate meeting to finalise the web site design and content |

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| 070/25 | <p><b>To approve the following items:</b></p> <ul style="list-style-type: none"> <li>a) <b>Cricket Club permission for bonfire celebrations:</b> It was agreed by all that the Cricket Club be given permission to hold the Bonfire celebrations on the park for 2025</li> <li>b) <b>Boundary of the car park:</b> It was agreed that the Clerk write to the Village Hall Committee to advise that the Parish Council is not responsible for managing and cutting back the hedge on the boundary of the car park and that this should be dealt with by the Village Hall.</li> <li>c) <b>Donation request from the Dover Beck magazine:</b> It was agreed to approve the donation request by the Dover Beck magazine and to award the full £200.00 requested.</li> <li>d) <b>Approval to replace lost lamppost Remembrance poppies:</b> Approval was given to order further Poppies to replace those lost/damaged in 2024 a budget of £50.00 was approved.</li> <li>e) <b>Approval to purchase bulbs for the planters:</b> A budget of £240.00 was agreed to enable bulbs to be purchased for winter planting, the choice of bulbs to be decided by Cllrs. This would provide some extra winter display and would then be overplanted in the spring/summer</li> <li>f) <b>Christmas lights update and approval for spend for this year on decorations:</b> LW confirmed that the new lighting design will take longer than anticipated, LW to meet with VIA to progress, consideration to be given to further decorations within the village at the next meeting</li> <li>g) <b>Discussion and decision around new memorial statues:</b> Councillors agreed to add this agenda item to a future meeting</li> <li>h) <b>Budget and reserves:</b> HL confirmed that she would be working up the budget for 2026/27 and would copy the Clerk into the workings, Cllrs would be meeting up to discuss more fully at a later date.</li> <li>i) <b>Planter outside Holly cottage:</b> Councillors discussed replacing this planter but would reschedule the agenda item for early in the new year.</li> <li>j) <b>To Discuss setting up a Parish Council calendar of events system:</b> It was agreed that setting up a system of important dates within the Parish Council meetings calendar for regular items /events would be beneficial.</li> </ul> |
| 071/25 | <p><b>To consider GBC Local Plan and NSDC Call for sites:</b> The Chairman confirmed that letters from the Parish Council had been submitted to GBC registering the Villages objection to the increased level of housing in local areas suggested in the local plan.</p> <p>It was noted that NSDC are in the process of carrying out a 'call for sites' within the District and the Parish Council would keep a watch on progress of this.</p>  |
| 072/25 | <p><b>To receive and note Lead Role reports</b></p>  |
| a.     | <p><b>Highways:</b> (DL) mentioned that a vehicle had been discovered in a field and been reported and that there had been rubbish dumped in a layby again this was reported for clearing</p>  |
| b.     | <p><b>Village Hall</b> (DL) nothing new to report</p>  |
| c.     | <p><b>Recreation Ground/maintenance</b> (JL) Rubbish had been cleared away and the play equipment mended</p>   |
| d.     | <p><b>Green Spaces (LW):</b> 2 new sponsors for planters had been received, water lane verges needed some maintenance, and it was agreed to get that done, quotes would be sought</p>  |
| e.     | <p><b>Risk &amp; Resilience/flood defenses (JL)</b> JL to check the dates for gully clearance as the leaves were already beginning to collect and would block them. The bunds to hold back the flood water were being done. It was agreed that the Parish Council look at doing some notices in the PC notice board and the Dover Beck reminding residents to get 'winter ready'</p>   |

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| f.            | <b>Maintenance:</b> covered elsewhere and would be incorporated into the Recreation Ground report going forward  |
| g.            | <b>Grants: (KC)</b> Nothing new to report  |
| h.            | <b>Transport: (KC)</b> The new 747 route is due to start Monday 15th September new timetables are in the shop. It provides a slight improvement with an extra couple of journeys and links us up with the Vale of Belvoir- However we still need to push for an extension of the service to Southwell.   |
| i.            | <b>Website: (KS)</b> Progressing, KS suggested that a meeting be set up to discuss the content and design in more detail before going live   |
| j.            | <b>Planning:</b> Nothing new to note   |
| <b>073/25</b> | <b>To receive, note and action Correspondence received:</b> Correspondance noting a fault on a piece of play equipment had been received, JL has dealt with this straight away, Confirmation from a resident that the issue he outlined at a previous meeting had been resolved.<br>A report that the ditches on Water Lane were overgrown and needed clearing, Clerk to contact the owner of the field. |
| <b>074/25</b> | <b>Any other business:</b> none to report  |
| <b>075/25</b> | <b>To note items for the next Agenda:</b> none   |
| <b>076/25</b> | <b>Date of next Parish Council meeting:</b> Tuesday 14 <sup>th</sup> 2025 at 7.30 pm in the Sylvia Bell Room at the VH.  |
| <b>077/25</b> | <b>Meeting Closed:</b> There being no further business the Chairman closed the meeting at 21.20  |

Signed by .....

Chairman - Oxton Parish Council

Date.....