

**Cuddesdon and Denton Parish Council Meeting**  
**Tuesday, 7<sup>th</sup> October 2025 at 7.30pm, Village Hall, Cuddesdon**

**Minutes**

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**Councillors Present:** Stuart Flockton (SF), Arthur Smith-Fitchett (ASF), Philip Spinks (PS), Evie Bennett (EB)

**In Attendance:** 2 members of the public.

**25/56.a. Apologies received:** Chris Luke (Chair), Louisa Vincent (LV), Dee Murray (DM)

**25/26.b.** Stuart Flockton was appointed Acting Chair.

**25/57. Declarations of Interest/Dispensations:** None

**25/58. Public Forum:** Members of the Public reported:

Drains clearance, ASF confirmed that some clearing had been done.

Hedge at bottom of Denton Hill – It was **agreed ASF** will report to OCC Highways via Fix my Street.

Rubbish in Ditch (below Welbourne) – It was **agreed ASF** will report to Biffa.

Footpath into the Orchard – It was **agreed ASF** will look into the fallen tree and step issue for potential action.

Streetlight, top of Denton Hill - It was **agreed ASF** will report on Fix my Street.

**25/59. Minutes from the meeting of the 2<sup>nd</sup> September 2025:** The minutes of the meeting 2<sup>nd</sup> September were **agreed** and signed.

**25/60: Matters arising:** The following items were discussed:

LV prepared and circulated two documents regarding CCTV. The single page document was accepted and since consultation is required, this document should be added to the noticeboard and on the village website. The full document was discussed, further edits required. To be agreed by Councillors, recirculated, and added to the November agenda.

**25/61: District Councillor Report:** None

**25/62: County Councillor Report:** None

**25/63: Policies:** It was **agreed** that the following policies be accepted subject to the **Clerk** making the following changes:

- a. Civility and Respect Pledge: To be removed.
- b. Grievance Policy
- c. Health and Safety Policy
- d. Discipline Policy
- e. Dignity at Work Policy
- f. Document Retention Policy: Archive location should be stated.

- g. Scheme of Delegation: Amounts should be reduced to appropriate levels.
- h. Expenses policy

It was **agreed** that mentions of ‘staffing committee’ should be replaced with Parish Council where required in all documents.

**25/64: Planning:** To consider the following planning applications:

**Amendment:** It was **agreed** that no comment be made on:

[P25/S2068/HH](#)

15 Denton Hill, Cuddesdon

Erection of 1.5 storey extension to the side elevation. (Additional information received 23 September 2025)

**Decision:** Decision received for:

[P25/S2240/LDP](#)

Land at 7 Dove House Lane Cuddesdon OX44

Removal of current garage door and to be replaced with up and over door.

Certification of lawful development granted.

**25/65: Finance:**

- a) It was **agreed** that the following be accepted:

**Payments from 1/8/25 – 31/8/25:**

**Payments**

<u>Date</u>	<u>Power to Spend</u>	<u>Payee</u>	<u>Details</u>	<u>Amount</u>
11/8/25	LGA 1972 s112	Staff	Staff costs	102.40
21/8/25	Open Spaces Act 1906 s9-10	Greentech	Stakes for Community Orcahrd	241.56
26/8/25	LGA 1972 S111	Gallagher	Additional Insurance payment as premium had been underpaid	19.40
29/8/25	LGA 1972 s112	Staff	Staff costs	348.03
31/8/25	LGA 1972 S111	Unity Trust Bank	Service charge	6.00
2/9/25	Open Spaces Act 1906	The Landscape Group Oxford	Grass cutting: Invoice 2041	627.90
2/9/25	Open Spaces Act 1906	The Landscape Group Oxford	Grass cutting: Invoice 2071	528.24
2/9/25	Open Spaces Act 1906	The Landscape Group Oxford	Grass cutting: Invoice 2083	528.24
2/9/25	LGA 1972 s111	Staff	Locum Clerk Mileage and Home allowance – August and September	64.60
2/9/25	LGA 1972 s111	Staff	Clerk Home allowance - September	26.00

2/9/25	Open Spaces Act 19056	Arthur Smith-Fitchett	Dog fouling sign	47.50
2/9/25	Open Spaces Act 1906	Arthur Smith-Fitchett	Dog waste bag dispenser	33.47
2/9/25	LGA 1972 s111	Village Hall	Meetings 1/10/24 – 30/9/25	250.00
30/9/25	LGA 1972 s112	Staff	Staff costs	348.03
30/9/25	LGA 1972 s112	Staff	Staff costs	25.80
<b>Total</b>				<b>3197.17</b>

#### Receipts from 1/8/25 – 30/9/25

<u>Date</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
5/9/25	South Oxfordshire District Council	2 <sup>nd</sup> half precept	4818.00
<b>Total</b>			<b>4818.00</b>

#### Payments to be authorised

<u>Date</u>	<u>Power to Spend</u>	<u>Payee</u>	<u>Details</u>	<u>Amount</u>
7/10/25	LGA 1972 s 111	Allison Leigh	Expenses	26.00
7/10/25	LGA 1972 s 111	Dee Corney	Expenses	11.90
7/10/25	LGA 1972 s111	Royal British Legion	Wreaths for Remembrance Sunday	40.00
7/10/25	Open Spaces Act 1906	The Landscape Group Oxford	Grass cutting: Invoice 2099	528.24
7/10/25	Open Spaces Act 1906	Shield Maintenance Ltd	Dog bin emptying invoice 9273	13.26
7/10/25	Open Spaces Act 1906	Shield Maintenance Ltd	Dog bin emptying invoice 9402	13.26

- b) **Bank Reconciliation:** The Council **agreed** bank reconciliation from 30/9/25. See Attachment 1.  
c) **Savings account:** The Council **agreed** opening a Unity Trust Bank savings account

**25/66: Bonfire Night:** PS reported on arrangements and that there was no further financial risk or cost implication this year.

The Council **wishes** to extend its gratitude to The Bat and Ball for donating beer/lager, providing wine at cost, and cooking the hot dogs (to be sorted as last year – cost approx. £1 each).

Tickets on the night cost £7.50 each (Under 10's free) to include one hot dog.

It was **agreed** that profits should be donated.

**25/67: .gov.uk:** No decision was made on moving to .gov.uk for a Parish Council website and council emails. The Clerk will provide 3 quotations for domain hosting, email hosting, website build and hosting.

**25/68: Bin at the Recreation Ground:** It was **agreed** that the **Clerk** request a quotation from Shield (current service provider) for emptying the bin.

**25/69: Correspondence:** One item of correspondence was considered regarding attendance at a meeting to discuss the Unitary Authority issue. **EB** volunteered to **attend** as representative.

**25/70: Parish Councillors' Reports:** To consider the reports without decision: ASF reported that he will use Fix My Street to report Bridge and flooding damage.

**25/71: Date of the next meeting:** The date of the next meeting was confirmed as Tuesday the 4<sup>th</sup> November 2025

**25/72: Confidential item:** It was **agreed** to exclude members of the public from the discussion on the following agenda item due to its confidential nature

**25/73: Quotes:** To consider quotes for the 25/26 Internal Audit: It was **agreed** that the Council continue with the present auditor.

The Meeting Closed at 8.30pm.

**Attachment 1:**

**Bank Reconciliation as of 30/9/25**

Date		Date	
1st September 2025		30th September 2025	
	Unity Current Account		15485.00
	Cheque no		
minus	payments not cashed		
equ	balance C/F		<b>15485.00</b>

  

Opening Balance	12659.75
Add receipts for period	14415.80
Less payments for period	11590.55
Equ closing balance	<b>15485.00</b>