



OXTON PARISH COUNCIL

**Minutes of the Full Parish Council Meeting Held on
Tuesday 14th April 2026 at 7.30 pm in the Sylvia Bell Room, Oxton Village Hall**

Present: Cllrs: Lyndsey Whitby (LW), Jeremy Leivers (JL), Kath Simpson (KS)

In Attendance: Rhona Holloway (Clerk)

2026	DISCUSSION AND DECISIONS
	Public Participation: <i>No members of the public attended</i>
01/26	To receive and accept apologies for absence: <i>Cllr. Jackson, Cllr. Lempicki. Cllr. Cocker. Cllr. D Leivers.</i>
02/26	To receive and note declarations of interest: <i>none</i>
03/26	To accept as a true record of the meeting the Minutes of the previous meeting: <i>Minutes from the meeting held on 10th March 2026 were accepted as a true record of the meeting and signed by the Chair.</i>
04/26	To Report on Matters Arising: <i>None</i>
05/26	To receive and note reports from District and County Councillor: <i>Cllr. Jackson sent his apologies and requested that any items needing attention to be sent on to him to action.</i>
06/26	Planning: <i>None to note</i>
07/26	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 31 st March 2026. <i>Approved and signed by the Chairman</i>

08/26	<p>For discussion and decision:</p> <ul style="list-style-type: none"> a) Signing off the letter of engagement from the Internal Auditor- <i>agreed and signed off</i> b) Annual Parish Meeting 5th May 2026- <i>It was agreed that LW would ask KC if refreshments could be available again as last year and DL would be asked if she could provide cakes as before. The list of guest speakers was highlighted and those that hadn't confirmed.</i> c) To note the increase in the dog bin emptying fee, <i>noted and agreed a discussion followed on changing dog bins to standard bins when replacement was needed. The cost of emptying dog bins was quite high at £2.40 per bin per emptying, costing £1148 over the year.</i> d) Car Park lighting- <i>This was discussed and LW would be meeting Via to discuss further options</i> e) Request from a resident to use the field for an event including food. <i>This was discussed and agreed the Clerk to write to confirm agreement with a request for further details of extent of grassed area to be used. It was noted that in the event of bad weather prior to the event vehicles would not be allowed on the grassed area.</i> f) New funding opportunity from NSDC for Parks- <i>This was outlined and Councillors agreed to look at options to be funded</i> g) To sign off the updated Risk Assessment document- <i>This had been circulated in advance and a couple of minor changes were made and this was agreed and signed off</i> h) Replacement planters opposite Bridge Inn – <i>LW to look at designs and costs</i> i) Replacement bins – <i>This was discussed and some designs were considered, Clerk to ask NSDC to send details of the bins they provide.</i> j) Sign off the Risk Assessment updated for 2026- <i>This was a duplicate item of g</i> k) To agree a budget for Wildflowers - <i>a budget of £100.00 was agreed</i>
09/26	<p>To receive and note Lead Role reports</p>
a.	<p>Highways: <i>Nothing new to note although there are still outstanding items that have not been actioned by NCC and Via- Clerk to mention these to the County Councillor Cllr. Jackson</i></p>
b.	<p>Village Hall: <i>A new front door and kitchen door are on order</i></p>
c.	<p>Recreation Ground and maintenance: (JL) All checked and OK</p>
d.	<p>Green Spaces (LW): <i>There were two new volunteers at the spring clean Sunday, Wine and Weed Wednesdays would begin in May with a date to be agreed. Location and style of benches agreed with donors and details of plaques provided. Funds to be paid into the PC Bank account and ordered through the PC once received.</i></p>
e.	<p>Risk & Resilience/flood defenses: (LW). <i>Nothing new to report</i></p>
f.	<p>Grants: (KC) <i>The NSDC parks Grant was discussed</i></p>
g.	<p>Transport: (KC) <i>nothing new to note</i></p>
h.	<p>Website: (KS). <i>The website was now live www.oxtonparishcouncil.gov.uk Clerk to remind Councillors to set up the new .gov e-mail addresses.</i></p>

i.	Planning: (HL) Nothing new to note
10/26	To note correspondence received: <i>All circulated electronically and noted during the meeting</i> a) <i>Letter from a resident regarding safeguarding hedgehogs during the fireworks display, this was discussed and the Clerk to respond. It was noted that LW had already set up a meeting with the Cricket Club as a part of the debrief and setting arrangements for the coming year.</i>
11/26	Any other business: <i>none</i>
12/26	Items for the next agenda: <i>Bonfire night, agreement</i>
13/26	Date of next Parish Council meeting: The next meeting would be on 12th May 2026 at 7.30 pm in the Sylvia Bell Room at the VH.
	Exclusion of the Press and Public To consider resolving that, under Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.
14/26	<i>Contract of Employment: The Clerk left the room at this point. On returning the contract was duly signed by the Chairman and the Clerk</i>
144/26	Meeting Closed: There being no further business the Chair closed the meeting at 20.55

Signed by

Chairman - Oxton Parish Council

Date.....