



WATERPERRY with THOMLEY PARISH COUNCIL

Thursday 6th August 2026

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Draft Minutes of Waterperry with Thomley Parish Council meeting held in the pergola outside the tea rooms at Waterperry Gardens on Thursday 6th August 2026 at 7:00pm

Present: Cllr. Parker; Cllr Atkinson; Cllr Marshall; Cllr Monteith; Cllr Leopard

In Attendance: Lawrence Wootten (Clerk/Responsible Financial Officer)

Members of the public: None

34.26 WELCOME AND TO RECEIVE APOLOGIES FOR ABSENCE

Apologies received from County and District Cllr Bearder

35.26 TO RECEIVE DECLARATIONS OF PERSONAL OR PREJUDICIAL INTERESTS - None

36.26 PUBLIC PARTICIPATION SESSION – No members of the public present

37.26 REPORTS FROM DISTRICT AND COUNTY COUNCILLOR

None received for June.

38.26 TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 28th May 2026

(a) The minutes of the meeting held on 25th June 2026 were approved and will be added to the website by the Clerk.

ACTION FOR CLERK – add the approved minutes to the website.

(b) Update on progress from the minutes

The Clerk reported that all necessary documents had been submitted to the County Council's External Auditor and published on the noticeboard and website.

39.26 FINANCE AND ADMINISTRATION

a. The Finance Report and reconciled bank statements were presented, discussed, and agreed as accurate. On 30th June 2026 the balances of the Council's bank accounts were as follows:

Unity Trust Current Account = £3448.85

Unity Trust Instant Saver Account (Reserves) = £4605.11

Barclays Village News Account (paper statement issued on 19th June 2026) = £2.65

On 31st July 2026 the balances of the Council's bank accounts were as follows:

Unity Trust Current Account = £2177.12

Unity Trust Instant Saver Account (Reserves) = £4605.11

Barclays Village News Account (paper statement issued on 17th July 2026) = £990.65

Unity/Lloyds Corporate Multipay Card – statements for this card show all purchases made and the monthly fee, but since the balance is paid automatically by Direct Debit, there is no outstanding credit/debit to record here.

The following receipts were noted:

Unity Trust Bank - Instant Saver Account Interest Received (30th June) = £30.75

SODC – Community Wellbeing Grant = £1000.00

The transfer of £1750.00 from the Unity Trust Instant Saver Account into the Unity Trust Current Account, as approved at the last meeting, was noted.

b. The following payments made since the last bank reconciliation (30th April 2026) were noted and approved:

Unity Trust Bank Instant Saver Account - Credit Interest Adjustment = **£00.10**

Go Cardless (Hugo Fox website monthly subscription) = **£ 11.99** (June)

Go Cardless (Hugo Fox email monthly subscription for 10 emails boxes) = **£20.99** (June)

Lloyds Bank (Corporate Multipay Card Monthly Fee) = **£3.00** (June)

Unity Trust Bank (monthly service charge) = **£7.00** (June)

Go Cardless (Hugo Fox website monthly subscription) = **£ 11.99** (July)

Go Cardless (Hugo Fox email monthly subscription for 10 emails boxes) = **£20.99** (July)

Lloyds Bank (Corporate Multipay Card Monthly Fee) = **£3.00** (July)

Unity Trust Bank (monthly service charge) = **£7.00** (July)

The following invoices for payment were approved – Clerk/RFO to set up the payments on the Unity Trust online account – Cllrs Parker and Monteith to authorise:

R Taylor Landscapes (3248) – Recreation ground and burial ground mowing = **£222.00**

Lawrence Wootten – Clerk's salary (net) – July = **£205.63**

Lawrence Wootten – Clerk's salary (net) – August (to be paid on 27/08/2026) = **£205.63**

HMRC – PAYE due on clerk's salary (June 2026) = **£51.38**

HMRC – PAYE due on clerk's salary (July 2026) = **£51.20**

HMRC – PAYE due on clerk's salary (August 2026) = **£51.20**

ACTION FOR CLERK AND CLLRS PARKER AND MONTEITH – set up and authorise payments

40.26 PLANNING

Two Planning Applications were received by the Clerk after the publication of the agenda for this meeting and so could not be discussed. It was agreed that an extraordinary Parish Council meeting would be held on Tuesday 11th August 2026 to consider them.

41.26 PARISH PROJECTS

a. Recreation Ground – Land Registration

Cllr Parker would be attending an OALC webinar which includes a discussion on Land Registration on Tuesday 18th August.

b. Recreation Ground

It was agreed that the Council would purchase the following items recommended for replacement in the Annual Recreation Ground Safety Inspection Report:

Premium Toddler Cardle Swing Seat = £125.24

2 x Large Premium Black Flat Swing Seat = £55.58 x 2 = £111.16

ACTION FOR CLERK – order swing seats for the recreation ground

It was also agreed that a new playground sign needed to be ordered with the new contact email address for the Clerk. Clerk to obtain a proof and a quote and present to Council.

ACTION FOR CLERK – obtain a proof and a quote for a replacement Recreation Ground sign

c. Highways, village verges and drains

The road traffic “tube” surveys in the village have now been completed and the results received. The Clerk had forwarded the results to Mr Buchanan at Waterperry House.

Cllr Leopard suggested that the survey results might be compared with similar villages that are on no-through-roads. It was agreed that the Clerk would ask OCC Highways if there were similar villages in Oxfordshire.

ACTION FOR CLERK – contact OCC Highways to ask if there were similar villages for comparison of the road traffic survey data.

d. Community Speedwatch

Cllr Parker informed the meeting that there were 2124 authorised Community Speedwatch sites with less than 10% in use.

It was agreed that a QR code to the Community Speedwatch application page would be a good idea. Clerk to investigate.

ACTION FOR CLERK – try to set up a QR code to the Community Speedwatch application page.

e. Village Events

It was agreed that a repeat of the spring village litter pick would be a good idea with a provisional date of Sunday 4th October. Clerk to submit a request for equipment to SODC.

ACTION FOR CLERK – submit request to SODC for litter picking equipment.

It was agreed that the Clerk would investigate if either County or District Councils could assist the Parish Council with green waste clearance after tidying up and pruning the Green Ground verge.

ACTION FOR CLERK – investigate green waste clearance with OCC and SODC.

f. Everyone Active – Waterperry Community Wellbeing project update

Cllr Leopard informed council that Mr Buchanan had offered free use of the classroom at Waterperry Gardens for the Community Wellbeing sessions. It was agreed that Cllr Leopard would produce an advert to be published in the September edition of the village news and, if necessary, pamphlets would be printed. These sessions will be free to residents but limited to about 16 people per session. The first session will be on Wednesday 16th September.

g. Recycled Plastic Bench for Burial Ground

The purchase of a three-seater recycled plastic bench from NBB Recycled Furniture at a cost of £380.00 for the burial ground was approved in principle by the Council, subject to the permission of the Parochial Church Council to place a bench in the burial ground.

h. Plant Trough at the Village Entrance

It was agreed that the plant trough was looking good considering the drought conditions and the importance of drought-tolerant planting was accepted by all.

It was agreed that the possibility of purchasing a matching smaller trough to put in front of the opposite white village gate will be investigated.

42.26 ITEMS RAISED BY COUNCILLORS – no items raised

43.26 COUNCILLOR AND CLERK TRAINING

Cllr Parker will be attending the OALC Councillors Forum in August

44.26 LOCAL GOVERNMENT REORGANISATION

The announcement of the Secretary of State's decision on Local Government Reorganisation was made on 16th July 2026. Oxfordshire and West Berkshire's seven existing councils will be replaced by three unitary councils from 1 April 2028. The new councils will be:

Greater Oxford Council – covering Oxford and its immediate surroundings.

Northern Oxfordshire Council – covering most of the existing Cherwell and West Oxfordshire districts.

Ridgeway Council – covering most of the existing South Oxfordshire and Vale of White Horse districts, combined with West Berkshire.

Waterperry with Thomley Parish will be within the Greater Oxford Council.

45.26 CORRESPONDENCE

OALC Monthly Newsletters

SODC & VoWHDC Media Releases

Oxfordshire County Council Media Releases

Oxfordshire County Council – The latest news for your communities

South Oxfordshire District Council – South News

SODC & VoWHDC - Cash for community groups with councillor grant scheme

SODC & VoWHDC - Local government reorganisation (LGR): government announcement

Oxfordshire County Council - Government confirms: Three new councils for Oxfordshire and West Berkshire from 2028

SODC & VoWHDC - Government confirms three new unitary councils for Oxfordshire and West Berkshire in 2028

Oxfordshire County Council – Your Oxfordshire Newsletter

Oxfordshire County Council – Spruce up your signs!

45.26 ITEMS FOR INFORMATION OR NEXT MEETING

Tree planting

DATE OF NEXT MEETING – 11th August 2026 (extraordinary meeting to discuss Planning Applications)

Meeting closed at 8.55pm

Signed

Date 17th September 2026

Councillor Sue Parker (Chairman)