

**Cuddesdon and Denton Parish Council**  
**COUNCILLORS ARE SUMMONED TO THE PARISH COUNCIL MEETING**  
**Tuesday, 2<sup>nd</sup> September 2025 at 7.30pm, Village Hall, Cuddesdon**  
Members of the public are invited to attend

*Allison Leigh*

Locum Clerk of the Council

Email: [cuddesdon.dentonpc@gmail.com](mailto:cuddesdon.dentonpc@gmail.com)

22<sup>nd</sup> August 2025

## **Agenda**

---

**25/34. Apologies :** Councillor Dee Murray

**25/35. Declarations of Interest/Dispensations**

**25/36. Public Forum**

**25/37. Minutes from the meeting of the 8<sup>th</sup> July 2025:** To agree and sign the [minutes of the meeting from the 8<sup>th</sup> July 2025](#)

**25/38: Matters arising:** To consider any items arising from the minutes not otherwise on the agenda. These items are not for decision.

**25/39: District Councillor Report**

**25/40: County Councillor Report**

**25/41: Community Orchard:** To have an update on the recent meeting regarding the structure of the Orchard volunteers

**25/42: Policies:** To consider the following policies:

- a. Civility and Respect Pledge
- b. Grievance Policy
- c. Health and Safety Policy
- d. Discipline Policy
- e. Dignity at Work Policy
- f. Document Retention Policy
- g. Scheme of Delegation
- h. Expenses policy

**25/43: Planning:** To consider the following planning applications:

[P25/S2068/HH](#)

15 Denton Hill Cuddesdon OX44 9HZ

Erection of 1.5 storey extension to the side elevation.

[P25/S2175/LDE](#) (CERTIFICATE OF LAWFUL DEVELOPMENT FOR EXISTING USE OR DEVELOPMENT)

The Cottage 2 Upper Farm Cottages Denton

Use of The Cottage as a dwelling

[P25/S2484/DIS](#)

Willow Cottage Denton

Discharge of Condition(s) 3 (Materials and Glazing details) on planning applications P22/S0382/HH and P22/S0384/LB Proposed alteration and extension. Amendment to the previous applications approved P21/S3802/LB and P21/S3800/HH

[P25/S2240/LDP](#)

7 Dove House Lane Cuddesdon

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

**25/44: Finance:**

**a) Payments from 1/7/25 – 31/7/25**

<u>Date</u>	<u>Power to Spend</u>	<u>Payee</u>	<u>Details</u>	<u>Amount</u>
24/7/25	LGA 1972 s112	HMRC	PAYE	139.00
25/7/26	Open Spaces Act 1906	Shield Maintenance	Emptying dog bins	13.26
25/7/25	LGA 1972 s111	Staff	Home working allowance	26.00
25/7/25	Open Spaces Act 1906	Shield Maintenance	Emptying dog bins	13.26
25/7/25	Open Spaces Act 1906	Shield Maintenance	Emptying dog bins	13.26
25/7/25	LGA 1972 s111	Gallagher	Insurance	854.66
25/07/25	LGA1972 s111	Arthur Smith-Fitchett	Microsoft 365 for the Council laptop	84.99
25/7/25	LGA 1972 s111	Staff	Home working allowance and mileage	38.60
31/7/25	LGA 1972 s112	Staff	Staff costs	348.03
31/7/25	LGA 1972 s111	Unity Trust Bank	Service charge	6.00
<b>Total</b>				<b>1537.06</b>

**Payments from 1/8/25 – 22/8/25**

<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
29/8/25	LGA 1972 s112	Staff	Staff costs	348.03
<b>Total</b>				<b>450.43</b>

**Receipts from 1/7/25 – 31/7/25**

<u>Date</u>	<u>From</u>	<u>Details</u>	<u>Amount</u>
7/7/25	OCC	Grass maintenance	554.73

**Payments to be authorised**

<u>Date</u>	<u>Power to Spend</u>	<u>Payee</u>	<u>Details</u>	<u>Amount</u>
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

b) **Bank Reconciliation:** To agree to the bank reconciliation from 31/7/25. See Attachment 1.

c) **Internal audit recommendations:** To consider the recommendations of the internal auditor from the 24/25 audit

**25/45: Bonfire Night:** To consider plans and any financial implications

**25/46: .gov.uk:** To consider moving to .gov.uk for a Parish Council website and council emails

**25/47: CCTV:** To consider CCTV

**25/48: Right of Way:** To consider providing funds towards a pathway to link Garsington and Wheatley villages. See Attachment 2

**24/49: Remembrance Sunday:** To consider any purchases and arrangements

**25/50: Salt bin:** To consider the purchase of a salt bin to be placed on Church Road

**25/51: Correspondence:** To consider the correspondence received:

- Track at Recreation Ground – See Attachment 3
- Towersey Planning Application P25/S1828/FUL – Wider Implications for Neighbourhood Planning – see Attachment 4

**25/52: Parish Councillors' Reports:** To consider the reports without decision

**25/53: Date of the next meeting:** To confirm the date of the next meeting as Tuesday the 7<sup>th</sup> October 2025

**25/54: Confidential:** To resolve to exclude members of the public from agenda item 25/55 due to its confidential nature

**25/55: Quotes:** To consider the following quotes

- **25/26 Internal Audit**
- **Play inspection**

**Attachment 1:**

**Bank Reconciliation as of 31/7/25**

		1st July 2025	31st July 2025	
	Unity Current Account			13844.17
	Cheque no			
minus	payments not cashed			
equ	balance C/F			<b>13844.17</b>

Opening Balance	12659.75
Add receipts for period	9597.80
Less payments for period	8413.38
Equ closing balance	<b>13844.17</b>

**Attachment 2:**

Dear parish councillors,

You may recall that representatives from Garsington attended your council meetings many months ago and received support for investigating the possibility of a pathway to link Garsington and Wheatley villages.

This proposal intends to reduce social isolation and environmental pollution from car journeys whilst increasing physical and mental health through active travel, links between the two communities and access to amenities. It would also allow children to get to school independently now that there are no Spare Seats Scheme school bus places available for Wheatley Park School.

Initial investigations to date have shown that there is sufficient space to run a pathway alongside the road between Garsington and Wheatley. In terms of funding options, it is most likely that this would come from OCC's [Active Travel programme](#). However, an examination of projects that have had LCWIPs approved to date indicates that these tend to extend existing active travel options in the city and towns which means we will need some experienced/skilled support to apply for a village setting.

Garsington Parish Council would like to know whether you are willing to provide resources to pursue this project and to join our working group to progress it.

Anyone with experience of pathway or similar construction, funding applications, local government funding and any other related subject area would be an asset to the working group and very welcome.

We would be grateful for a reply

Regards,

Garsington Parish Council

### Attachment 3

Dear Parish Councillors

I would like to put forward the idea of installing a walking track around the village recreation ground with the following considerations:

1. Ideally the track would be a full circle around the edges of the recreation ground. See example in the picture below:



2. Ideally it would join access from the village hall to the lookout seat at the far end of the field, to the play area and back to the village hall - this would still provide a large area in the middle for football
3. Benefits to the community would be vast in terms of health and wellbeing, both for physical and mental health and would appeal to many people at all stages of life:
  - a. People with push chairs/toddlers have long been concerned of the lack of safe places to walk through the village as we only have one main footpath into the village (which is not very wide should you have a pushchair and a child of walking age – especially when the hedges overgrow it makes the footpaths narrower) so the alternative is to walk on the road where there are car and parked cars to navigate when the footpath runs out - a track on the rec would provide an additional place to walk with push chairs and toddlers in safely
  - b. Young children could use it as a safe place to learn to ride their bikes
  - c. Older children can ride their bikes safely instead of being on the road
  - d. It would provide a flat surface to walk on - as the ground on the rec is very uneven and the grass gets long especially due to grass cutting cutbacks over the years
  - e. Runners could use it as a safe running ‘circuit’ (as it would be a circle) instead of having to run on the roads

- f. It would allow those with mobility issues to use the rec, as it is currently out of bounds for many people who require a flat surface for their mobility aids. These people would be able to experience access to new surroundings and enjoy the rec, the view, the seat and feel more inclusive
  - g. If the track was joined up to the village hall it would provide more inclusivity for people with mobility issues attending village hall events, should they wish to have a walk or should events overspill onto the rec
  - h. For those recovering from surgery/health conditions it would provide a safe place to exercise
  - i. During the pandemic, I, like a lot of people, went on frequent walks around our village - The rec was one of the many place I walked many time but due to its unevenness, I would have appreciated a flat place to walk away from the roads or uneven field footpaths.
4. To allow all the benefits to all the users above, ideally the track would need to be of a flat, hard surface, in keeping with our rural surrounding e.g a natural, beige, small, crushed aggregate. Example in the picture below:



5. In an ideal world it would be at minimum wide enough to comfortably allow wheelchairs and push chairs to pass each other when moving in the opposite directions.
6. I can imagine the following concerns being raised:
- a. *What about the installation cost?*
    - i. **Possible Council funding.** In 2024 there was funding available to improve quality of life - such as improving buildings or play areas. Whilst I appreciate this opportunity has probably been missed, the local councillors could be asked if there is any such funding available now, or alternatively be ready to action another round of funding

communications so as not to miss this opportunity in future. I would argue any cost is a useful investment for the community:

<https://www.southoxon.gov.uk/community-support/320000-now-available-to-improve-quality-of-life-for-people-and-communities-in-south-oxfordshire/>

---

**News from South Oxfordshire District Council**

alerts@southoxon.gov.uk <alerts@southoxon.gov.uk>  
To: Ceb42shed@gmail.com

15 July 2024 at 19:41

**News from South Oxfordshire District Council**



You have asked to be informed of news articles issued by South Oxfordshire District Council. You can now view the following information online:

---

Title: **£320,000 now available to improve quality of life for people and communities in South Oxfordshire**

Description: The capital grant funding scheme, run by South Oxfordshire District Council, is now open for applications to help build thriving communities and improve the quality of life for people in the district. The council has a total budget of £320,000 to provide organisations with a financial boost for capital projects, such as making improvements to ...

You can see details on our website by clicking [this link](#)

---

Please do not reply to this e-mail as it has been generated automatically.

You can unsubscribe or change the alerts for which you are registered any time by visiting [this page](#) on our website.

- ii. **Use of Volunteers** - to possibly build if funding is not available.
- iii. **Excess soil** – According to people who have lived in the village all their lives, the rec was originally constructed from waste soil moved to the edge. To keep costs down it may be possible some waste soil could be moved to the edge if it does not interfere with the new orchard and is deemed allowable

**b. What about maintenance?**

- i. If the path is built properly then I would like to think that weeds could be kept to a minimum by foot traffic, and the aggregate may need topping periodically. These paths exist in other councils so I believe they could be contacted to find out what is involved in their upkeep

**c. *What about grass cutting?***

- i. Many parks have paths such as this with grass cutting taking place. This should not be a road block if the path is built out of suitable material. It may be a more substantial material is needed at the section where the grass cutter crosses the path near the main gate

**d. *What about bonfire night?***

- i. One night of bonfire should not prevent something being built that can be used by the community 365 days a year.
- ii. If there is not enough room for both the path and bonfire then it's possible the bonfire site could be extended to a point using excess soil - see point **a.iii** above

The idea for a path was previously raised by one of the parish councillors at a parish council meeting I attended many years ago. I'm not sure what the reasons for it being rejected were but I would appreciate it if it could be considered again.

## Towersey Planning Application P25/S1828/FUL – Wider Implications for Neighbourhood Planning

We are writing to draw your attention to a planning application currently under consideration by South Oxfordshire District Council – P25/S1828/FUL, which proposes the development of four houses on a greenfield site outside the defined settlement boundary of Towersey.

What is particularly concerning about this application is that it is in direct conflict with the Towersey Neighbourhood Plan, which was adopted in December 2023 following extensive community consultation and a successful referendum. The Plan includes a housing allocation of zero, and this site falls clearly outside the village's designated development area.

Should this application be approved, despite its obvious inconsistency with both the local and national policy framework, it would set a deeply worrying precedent for all parishes across South Oxfordshire. It would send a clear signal that even recently adopted, and democratically validated Neighbourhood Plans, can be overridden with impunity, undermining the years of work and community engagement that go into preparing them, not to mention the cost to parishes.

For your reference, we enclose a report entitled Note in Response to Application at Land East of Chinnor Road, OX9 3QY – P25/S1828/FUL, which sets out the relevant policy background, the specific breaches of the Towersey Neighbourhood Plan, and the broader risks to neighbourhood planning if the application is approved.

In effect, such a decision would open the door to speculative development on greenfield land outside settlement boundaries throughout the district, irrespective of what Neighbourhood Plans say. It would represent a serious erosion of local planning powers and a betrayal of the spirit of neighbourhood planning itself.

We therefore urge your Parish Council to consider raising this issue with both officers and members of SODC as a matter of urgency. In particular, concerns can be addressed to:

Victoria Clarke, Planning Officer [victoria.clarke@southandvale.gov.uk](mailto:victoria.clarke@southandvale.gov.uk) 01235 422600 (Main switchboard – request Victoria Clarke)

We also encourage you to contact your District Councillor to ensure this matter is escalated appropriately within the Planning Committee.

Neighbourhood Plans only have meaning if they are upheld. If this application is approved, the implications will not be limited to Towersey: they will resonate across the entire district. We are happy to share further details or speak with you directly. Please find the enclosed note for your consideration.

With thanks for your time and your continued service to your local community.