



# Great Coxwell Parish Council

## GREAT COXWELL PARISH COUNCIL.

Date : 4<sup>th</sup> August 2025.  
Time : 6.30pm.  
Venue : Great Coxwell Reading Room.  
  
Present : Cllr J Russell (JR), Cllr R Hankinson (RH), Cllr N Hawkes (NH), Cllr S Sutton (SS)  
  
District Councillor : Cllr K Foxhall (KT)  
  
County Councillor : Cllr B Thomas (BT)  
  
Clerk/RFO : Mr D Hatton (DH)  
  
Members of the public : 1

### Minutes (08/25)

Ref	Item	
1	<b>To record attendance and receive apologies of absence.</b> Apologies were received and accepted from Cllr R Gilmour and Cllr V Patel (District Councillor).	
2	<b>Declarations of Interest.</b> NH declared a non-pecuniary interest in Item 13.1.	
3	<b>To approve the Minutes of the Great Coxwell Parish Council Annual Meeting held on Monday 19<sup>th</sup> May 2025 .</b> Proposed JR. Seconded RH. Approved. RESOLVED. DH to publish approved minutes.	DH
4	<b>To approve the Minutes of the Great Coxwell Parish Council Extraordinary Meeting held on Tuesday 8<sup>th</sup> July 2025.</b> Proposed JR. Seconded RH. Approved. RESOLVED. DH to publish approved minutes.	DH
5	<b>Public Forum</b> (representation on items included in this agenda or for future consideration). A member of the public requested information regarding the installation of the traffic control measures linked to the Steeds Farm development. This item was covered within the County Councillors report which is available in the supporting documents for the meeting.	
6	<b>County Councillors Report.</b> BT highlighted the relevant items contained in the July/August 2025 Report which is available in the supporting documents for the meeting.	
7	<b>District Councillors Report.</b> KF advised that the District Councillors Report for July/August would be available in September. It was advised that following the IT project conducted by the District Council there is a back log of applications and decisions within the planning	

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	<p>department. It was also noted that the non-compliance of traffic restrictions by contractors had been raised with all relevant parties. The full District Council report will be made available on receipt by the Parish Council.</p>
8	<p><b>Clerks Report.</b></p> <ol style="list-style-type: none"> <li>1) Receive and note the Clerks Report. Noted.</li> <li>2) Receive and note correspondence received by the Clerk. None.</li> <li>3) Items received by the Clerk since the publication of the Clerks Report. None.</li> </ol>
9	<p><b>Planning.</b></p> <ol style="list-style-type: none"> <li>1) To consider new planning applications. None.</li> <li>2) To consider new planning applications received since the publication of this agenda. None.</li> <li>3) Update on existing planning applications. It was noted that the updates shown were taken from the current information shown on the District Council Planning Portal.             <ol style="list-style-type: none"> <li>a) <b>P25/V1245/HH, Roseland Great Coxwell Faringdon SN7 7LZ.</b> Erection of greenhouse and workshop/shed in rear garden (retrospective). <b>Application under consideration.</b></li> <li>b) <b>P25/V1095/S73. Land South of Steeds Farm Coxwell Road Faringdon.</b> Variation of conditions 4 (approved plans) and 6 (access) on planning application P18/V0259/O. Appeal ref: 3264500 Outline planning application for up to 125 dwellings and associated public open space all matters except access reserved. Amendment to improved access. Reduction in length of plan for associated access lane. Following discussion it was agreed that the council would make no objection to the amendments on the basis that all relevant safety inspections would be conducted by OCC Highways. It would however make comment to the current outstanding highways regarding access control on the A420. <b>Application under consideration.</b></li> <li>c) <b>P25/V0241/O, The Ranch (Annabelle's Nursery), Coxwell Road, Great Coxwell, SN7 7LU.</b> Erection of 5 nursery classrooms. Under Consideration. Target decision date – 16th June 2025. <b>Application under consideration.</b></li> <li>d) <b>P25/V0084/FUL, Faringdon Grange Holiday Park, Coxwell Road, Great Coxwell, SN7 7LU.</b> Retention of the wall and fencing around the pond with ancillary drain works. Under Consideration. Target decision date – 30th May 2025. <b>Application under consideration.</b></li> <li>e) <b>MW.0151.23, Wicklesham Quarry.</b> Outline flexible planning application for a total of up to 29, 573 sq. m GIA of commercial floorspace for Use Classes E(g) i (offices); and/or E(g)(ii) (research and development); and/or E(g)(iii) (light industrial); and/or B2 (general industrial); and/or B8 (storage and distribution); and ancillary uses. All matters reserved for future determination except for access. Consultation Period. Consultation closure date – 30th May 2025. * Please note that details for this application are held on the Oxfordshire County Council Planning website. <b>Application under consideration.</b></li> </ol> </li> </ol>

Ref	Item
10	<p><b>Financial.</b></p> <p>1) Note Finance Report, Statement of Accounts and Budget Analysis. Noted.</p> <p>2) Approve payments made since 19<sup>th</sup> May 2025 and validate invoices.</p> <p>a) As shown in the Finance Report. Proposed JR. Seconded NH. Approved. RESOLVED. DH to set up payments in bank. Councillors to approve.</p> <p>b) Received since publication of the Finance Report. It was noted that an invoice was missing from BGG for £350.00 + VAT. Proposal to make payment on receipt of invoice. Proposed JR. Seconded RH. Approved. RESOLVED. DH to set up payment on receipt of invoice. Councillors to approve.</p>
11	<p><b>Governance/Policies.</b></p> <p>1) Assets, Facilities, Activities and Responsibilities. Review existing document. JR to update document and use as Parish Council home page on new website.</p> <p>2) Statement of Internal Control. Review and approve amended document. It was noted that this document stated the content of existing policies and therefore surplus to requirements and existing policies would be the source of internal control measures.</p> <p>3) Park Risk Assessment. Review existing policy. An exercise is being undertaken to combine all risk assessments into a single document. This will be presented to the council at the next meeting.</p> <p>4) Areas of responsibility. Approve amended document. JR to update following the appointment of SS and circulate.</p> <p>5) IT Policy. Approve new policy. Councillors to review policy and advise necessary amendments required for external policy compliance.</p> <p>6) Bring Your Own Device Policy (BYOD). Approve new policy. See 11.5.</p> <p>7) Community Emergency Plan. Approve new document. RH advised that he was waiting on final content permissions relating to GDPR. This document will not be publicly made available due to confidential content.</p> <p>8) GDPR. Consider provisions for member training. Proposal to fund requests from Councillors for GDPR training via OALC (£35.00 + VAT). Proposed SS. Seconded RH. Approved. <b>RESOLVED.</b> DH to book at requested.</p>
12	<p><b>Reading Room.</b></p> <p>1) Maintenance – General. a) Items to be advised. None.</p> <p>2) Maintenance – Extraordinary. a) Toilet repairs. Discuss and consider quotations received. JR to contact contractors to obtain information for direct quotation comparison. DH to contact insurers for assessment.</p> <p>3) Broadband. Consider financial adoption of Gigaclear Broadband connection. Proposed JR. Seconded SS. Approved. RESOLVED. It was noted that the Community Fund have offered to provide a donation to the Parish Council for the operational costs during the first year. This will be managed financially by the creation of an Ear Marked Reserves contained in the monthly Finance Report showing drawdowns.</p>

Ref	Item	
13	<b>Village Maintenance.</b> 1) Telephone Box. Consider quotations received for refurbishment. Proposal to award the works to Mind's Eye Associates Ltd. Works to include – preparation of surfaces, one coat of primer to all surfaces, two coats of top coat to exterior surfaces and one coat of top coat to interior surfaces. Works to be labour only. £890.00. JR to obtain paint as recommended for the application. £250.00. Proposed JR. Seconded RH. Approved. <b>RESOLVED.</b> DH to advise contractor.	JR/DH
14	<b>Park/Playground.</b> 1) Inspection Report. a) Items requiring attention. None. It was noted that the annual RoSPA report is due and that actions may be required following receipt. 2) Park Lease. Update. A case officer has been allocated by the District Council under CM/00823. 3) Path to MUGA. Update. This item is linked to 14.b. 4) Cleaning Quote. Update. Proposal to undertake a deep clean of the playground areas. Contractor Pro Mow Grounds Care. £1150.00. Proposed JR. Seconded NH. Approved. RESOLVED. Note- this approval is subject to receipt of the annual RoSPA report and that the amount approved plus any repairs required do not exceed the amount stated in the annual budget (£2,500.00).	JR/DH
	It was noted that attention was required to the ragwort growth. DH to obtain quotes for clearance.	DH
15	<b>General.</b> 1) Bus Stop Shelter. Update. Ongoing. 2) Neighbourhood Plan. Update. NH is currently investigating the level of amendments required noting the District Joint Local Plan. A request for involvement by parish residents is to be made ensuring parish input and support for any amendments required.	NH/RH
16	<b>Items to be considered for the next agenda.</b> Items for consideration should be received by the Clerk no later than 26 <sup>th</sup> September 2025. All Councillors are request to make any presentation regarding budget considerations for the Financial Year 2026/7 by this date.	ALL
17	<b>Date of next meeting.</b> Tuesday 7 <sup>th</sup> October 2025. Great Coxwell Reading Room. 6.30pm	

Meeting finished 8.45pm

Supporting documentation - <https://www.greatcoxwell.com/parish-council-meetings-and-minutes.html>