

Great Oxendon Parish Council

Village Hall, Main Street, Great Oxendon
Minutes of the General Meeting held on Monday 9th February 2026 at 7.30pm

Present: Cllr Steedman (Chair), Cllr Patel-Brown (Vice-Chair), Cllr Binns, Cllr Hogarth, Cllr Barker, Cllr Lindsay-Smith.

106. Apologies for Absence were received from: Ward Councillor: Cllr Irving-Swift

107. Declaration of Personal and Prejudicial Interests under the Councils Code of Conduct related to business on the agenda – Cllr Lindsay-Smith. Item 114 (i)

108. Minutes of the Meeting held on the 12 January 2026. Approved. Prop: Cllr. Barker. Sec: Cllr Patel-Brown.

109. Open Forum - No Members of the Public present.

110. Policies

- i. Asset Register – No changes
- ii. GDPR - No changes
 - Subject Access Request Procedure
 - Record Retention Policy
 - Privacy Policy
 - Data Protection Policy
 - Data Breach Policy
 - Acceptance Notice of DPO
- iii. Anti-Bullying and Harassment Policy - No changes

A short discussion was had regarding the Asset Register – it was agreed that the slabs surrounding the Millenium Monument need replacing after damage sustained due to vehicles driving over them. Cllr Barker to action.

All policies approved and re-adopted. Prop: Cllr Hogarth. Sec: Cllr Barker
Copies can be found on the website.

111. Parish Magazine Contribution – The Parish Council agreed to pay 50% of the cost of the Parish Magazine contribution for the year. **£267.54. Approved. Prop: Cllr Binns. Sec: Cllr Barker.**

112. Approval of Date Change of March Meeting – from Monday 9th to Monday 16th March 2026.
Approved. Prop: Cllr Binns. Sec: Cllr Barker.

113. Finance

i. Monthly Payments

Date of Meeting: 9th February 2026					
Payments to be Approved not yet Paid					
DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
01/02/2026	Mrs Sarah Smith	Parish Clerk Salary - Feb'26 & Homeworking Expenses	588.29	0.00	588.29

01/02/2026	Mrs Sarah Smith	Expenses - Microsoft 365 Renewal	115.20	23.04	138.24
07/12/2024	Leicestershire Gardens	VAT Only - Inv 24/289 - Dec 2024	0.00	130.00	0.00
01/11/2024	Leicestershire Gardens	VAT Only - Inv 24/264 - Nov 2024	0.00	50.00	0.00
01/10/2024	Leicestershire Gardens	VAT Only - Inv 24/220 - Oct 2024	0.00	50.00	0.00
Payments to be Approved - Paid via Direct Debit					
DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
11/01/2026	BT Group PLC	Telephone and Broadband - Jan'26	34.51	6.90	41.41

The monthly payments were approved. Invoices were circulated prior to the meeting and were signed. Payments are processed as per the Internal Controls policy found on the website.

Approved. Prop: Cllr Lindsay-Smith. Sec: Cllr Patel-Brown.

- ii. Resolution of additional payments not listed above or those paid by direct debit

Expenses – S Hogarth - Defib Warehouse – Inv DW-179761 – Replacement Pads - £ 81.54

Thompson Groundcare – Inv 1090 – Vegetation Clearance on A508 - £ 1019.40

Thompson Groundcare – Inv 1089 – Additional Invoice for Vegetation Clearance on A508 - £ 420.00

Parish Magazine Contribution 2026 - £ 267.54

Approved. Prop: Cllr Lindsay-Smith. Sec: Cllr Patel-Brown.

As per the Internal Control policy, the Clerk has delegated powers to spend up to £500 on day to day running expenses.

- iii. The accounts to the 31st January 2026 were presented. These consisted of:
 - a. Receipts
 - b. Expenditure
 - c. Bank Reconciliation
 - d. Statement of Reserves
 - e. Spend v Budget
 - f. Copy of Payments to be Approved.
 - g. Bank Statements

The accounts were circulated prior to the meeting. All documents were approved and signed.

Approved. Prop: Cllr Patel-Brown. Sec: Cllr Hogarth.

114. Planning and Licensing Consultations:

Planning

- i) Cllr Lindsay-Smith declared a interest in the following item.

Tree Preservation Order - Notification of tree work at Oxendon Hall, Main Street, Great Oxendon, LE16 8ND - Intended tree work includes: T1 copper beech - fell to ground level due to decline (deadwood throughout the skeletal canopy). **Deadline for Comment – 10th February 2026**

The Parish Council has no comment. Prop: Cllr Hogarth. Sec: Cllr Binns

Consultations/Engagement Activities

- i) West Northamptonshire Council is consulting on its **Regulation 18 Draft Local Plan**. The Draft Plan and supporting documents will be available for public inspection for eight weeks, from **Thursday 29 January 2026 until 23:59 on Friday 27 March 2026.**

The Local Plan is an important planning document that sets out how we propose West Northamptonshire will change and grow over the next two decades. The principles set out in the plan and the sites it identifies for protection and those it proposes to allocate for development will underpin decisions that are made in the years ahead. It is important to understand your views on these important matters.

It was noted that the Local Plan does not directly affect the Parish and was reviewed under previous Regulation 14. The Parish has a Neighbourhood Plan and a village confine. It has been allocated as an 'Other Village' and currently has no housing allocations listed in the Plan. Only Primary and Secondary serviced settlements have been allocated housing in the new sections of the plan.

The Parish Council does not wish to comment at this time.

For all West Northamptonshire Consultation details please visit - <https://westnorthants.citizenspace.com>

115. Update from Councillors with regards to Areas of Responsibility

- i. **Planning and Neighbourhood Plan** – Cllr Hogarth
- **Emergency Plan** – Cllr Hogarth is due to host a meeting on Wednesday 11th February to discuss the next steps with the working group and Councillors.
 - **Wormslade Farm** – Cllr Hogarth is due to visit another digester at Market Rasen for a tour on the 12th February 2026. Update at the March meeting.
- ii. **Highways** – Cllr Binns/Cllr Lindsay-Smith/Cllr Steedman
- Speed Sign – No update at this time. Awaiting response from supplier on next steps.
 - Parking on the Clearway A508 – Cllr Barker liaised with the PCSO on parking on the clearway along the A508. The advice received was to liaise with WNC and Highways to enforce parking restrictions along this stretch of road. The PC did not feel this was the right solution. Cllr Barker to contact Highways for further discussions. Update at next meeting.
 - The condition of the footpath leading up to the Church was noted. Quotes to be obtained to clear from grass mowing contractor. Cllr Barker to action.
 - Potholes continue to be a serious issue causing accidents and damage to tyres. Please report any potholes directly to West Northants through Fix my Street (link below)

Reminder: Members of the Public are able to report any Highways issues on West Northamptonshire Council Fix my Street website - <https://fix.westnorthants.gov.uk/>

- iii. **Public Rights of Way** – Cllr Lindsay-Smith was absent from the meeting.
- Rights of Way – None

- Griffin Trail – The project is moving forward. The next meeting will be on site on Friday 20th February 2026. A representative of the Council will attend.

iv. **Police & Community Safety**

Data from December 2025 - 132 reported crimes vs 110 in 2024 vs 90 in 2023
0 Great Oxendon Village, 2 Justin Park
2 East Farndon, 4 Clipston, 1 Arthingworth

New initiative from Northamptonshire Police regarding obtaining a free Crime Prevention Box.
PLR Meeting Online – Wednesday 4th March 2026

Please report all crimes whether big or small to the police. This can be done online
www.northants.police.uk - Report a Crime or by calling '101'. Please only call 999 in an emergency.

v. **Environment**

- **Grass Mowing** – No Update
- **General Village Maintenance** – Clearance of vegetation near bus shelter now complete – Invoices presented for payment above.

Quote to be obtained to clear the footpath leading up to the Church as per above.

Thompson Groundcare, current grass mowing contractors, have requested an opportunity to plant wildflowers in the recently cleared area near the bus stop. More information required. Cllr Barker to follow up. Clerk to add to next agenda.

- **Electric Vehicle Charge Points** – Clerk received an email from WNC regarding charge points. The WNC are currently finalising a contract with a procured ChargePoint Operator who will be responsible for installation, maintenance and energy supply of EV charge points. The installation would be at no cost to the Parish Council and any revenue generated would be used to manage the network. Next steps, CPO will assess and survey suitable locations in the Parish and elsewhere once that phase is reached. The outcome will be communicated to the PC in due time and next steps can be discussed.

vi. **Community Engagement and Communication** – Cllr Patel-Brown – Welcome booklets continue to be distributed. Please contact the Clerk if you are new to the village and would like to receive one.

vii. **Lighting** - Cllr Patel-Brown – None

viii. **Audit and Compliance** – Internal Audit check completed before the meeting between Cllr Lindsay-Smith and the Clerk.

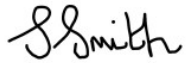
116. Urgent Matters for report only (Notified to the Chairman before the meeting) – None

117. Date and Time of Next Meeting – The next meeting will be held on **Monday 16th March 2026** at 7:30pm at the Village Hall, Great Oxendon.

For Note - Dates of Future Meetings

Mon 16th Mar 2026
Mon 13th Apr 2026

118. The meeting was closed at 20:57



Mrs Sarah Smith, Parish Clerk
Great Oxendon Parish Council

Email: clerk@greatoxendonparishcouncil.gov.uk
Web: <https://greatoxendonparishcouncil.gov.uk/>

Date & Signature of Chairman

.....

10/02/26