

**Minutes of the Northmoor Parish Council Extraordinary Meeting  
Held on Wednesday 1 October 2025 at 7:00pm in the Village Hall**

**Attendees**

Cllr Juliet Druce                      Chair  
Cllr Lindsey Brangwin  
Cllr Stacey Reed  
Cllr James Florey                      Clerk

13 members of the public

1. **Apologies for absence.** To receive apologies for absence.

Apologies were received from OCC Cllr Dan Levy, WODC Cllr Steve Cosier and WODC Cllr Sandra Cosier.

2. **Requests for Dispensations, Declarations of interest, gifts and hospitality.** To receive any requests for Dispensations, Declarations of Interest from Councillors relating to items on the Agenda.

Cllr Florey declared an interest in one of the planning applications being considered today and so would not comment or vote on this agenda item.

3. **Public Participation.** To receive questions from members of the public relating to items on the Agenda.

Six residents raised various concerns about the planning application at the old nursery site that is being considered later in the meeting. The concerns were the fact that it was in a conservation area, the application was for the whole site and not just the building so could be the start of a larger development, the increase in traffic along the narrow single-track lanes, the lack of parking provision at the site, the potential for flooding on the site. A resident also enquired if there had been a previous application for residential development on the site, which there had been.

The residents' points were noted by the councillors, and would be taken into consideration when making their decision later in the meeting. The residents were advised that regardless of the council's decision, they could comment on the application themselves through the WODC Planning Portal.

Although not on the agenda, considering recent cases, a resident was allowed to raise the issue of people not feeling safe walking their dogs past particular properties where dogs are being kept inappropriately. There have been several instances recently where uncontrolled dogs have escaped from their gardens and attacked other dogs in public places, and the authorities don't appear to be showing any interest. Cllr Brangwin will contact the PCSO for advice on dealing with the issue.

4. **Minutes.** To agree the minutes of the meeting held on 2 Sep 25 previously circulated.

It was **RESOLVED** that the minutes be accepted as a true record and were signed by the Chair.

5. **Reports.** To receive reports for information only from Councillors and Clerk.

a. Cllr Reed reported that the flood prevention work at Bablock Hythe had now been completed. OCC are very pleased with the work completed and have advised the team to apply for another grant next year to complete further sections.

b. Cllr Druce reported she will be reading the meters for the allotments and reminded people that there was still a hose pipe ban in place. She is also going to be ordering new pads for the defibrillator.

6. **Finance.** To consider the following items:

a. **Financial Report.** To receive the reports for information.

As of 30 September 25 the Accounts stood at:

- i. Barclays Community Account (Current Account) £7,783.74.
- ii. Barclays Business Premium Account (Deposit Account) £25,862.11  
This consists of £10,102.63 Regular Reserves, £15,759.48 Playpark Replacement / Maintenance Reserve (The Bablock Hythe Flood Prevention Reserve has now been expended).

Since the last meeting the following funds have been received and / or transferred.

- iii. Received into the Current Account. £15,541.92 from OCC and £1,922.64 from Green Wood Parks for the additional Bablock Hythe Flood Prevention Work, and £5,597.50 from WODC for the second half of the precept.
- iv. Received into the Deposit Account. £239.62 interest.
- v. Transfers. £17,464.56 to the Deposit Account (Bablock Hythe Flood Prevention Reserve), and later £31,278.59 back to the Current Account to cover the third invoices from Cookes Marine for the Bablock Hythe Flood Prevention Work.

b. **Invoices for Payment.** To note payments that have been previously approved, and to consider and approve invoices for payment itemised on the Payment Schedule.

The Council **NOTED** the payments that were previously approved along with the transfer of £31,278.59 from the Bablock Hythe Flood Prevention Reserve held in the Barclays Business Premium Account (Deposit Account) to the Barclays Community Account (Current Account) to cover the third invoice for the Bablock Hythe Flood Prevention Work.

Reason/Description	Payee	Budget	Amount (Ex VAT)	Amount (Inc VAT)
<b>Payments to note that have been approved previously</b>				
Allotment water charges for August	Castle Water	Allotment Water Charges		£86.00
Grass cutting August	Scott Gillam	Grass cutting		£300.00
Bin Emptying	WODC	Dog bin emptying	£435.24	£522.29
BH Flood Prevention Work - Invoice 3 of 3	Cooks Marine Services Limited	Bablock Hythe Flood Prevention Work	£26,065.49	£31,278.59

7. **Planning**

a. **Planning Applications.** To consider all recent Applications received from West Oxfordshire District Council detailed below and any other Planning Applications submitted between the circulation of this Agenda and the meeting:

- i. APPLICATION NO: 25/01683/FUL. PROPOSAL: Erection of office building together with associated landscaping works and change of use from horticulture use to office use. LOCATION: Old Nursery Site South of Standlake Road, Northmoor. The applicant explained that the site is recognised as a brown field site and not suitable for any other use as the foundations etc are all still in place. Their proposal is for business use, with possible hot desking or office rental, with

general business hours of 8am to 5pm. There are no plans to move printing press as the infrastructure isn't present and it wouldn't be appropriate; it would only be for admin and office staff use.

Parking and design has been on the advice of WODC, but the applicant was happy to look into additional parking requirements.

The application was discussed, and it was **NOTED** that whilst the Parish Council had not adopted the previous council's Planning Policy and so was not bound by it, it was used it as guidance in this decision.

The council **RESOLVED** to object to the application via a vote of 2 – 1 for the reasons listed below which will be submitted to the Planning Authority:

Concerns over the increase in traffic coming into the village with over 20 desks.

Roads approaching are single track with no pavement which makes it unsuitable for additional traffic.

Parking allowances seem inadequate for the number of office desks.

ii. APPLICATION NO: 25/02279/HHD. PROPOSAL: Formation of habitable room in roof space with rear dormer and associated works. LOCATION: 13 Park Farm Place Northmoor Witney.

The council **RESOLVED** to support the application with no further comments made.

b. **Responses between meetings.** To note responses made using the Clerk's delegation.

There were no responses made.

8. **Training.** To consider any further training offered by OALC, NALC and SLCC.

The Clerk would like to attend the WODC "Planning: How to respond effectively to planning applications" on 4 Nov 25 at a cost of £65.

The council **RESOLVED** to support the Clerk's application for this course

9. **Correspondence.** To note correspondence received not otherwise on the agenda where decisions are not required.

None received

10. **Items for information or next Agenda only.** All items for the next agenda to be submitted to the Clerk by Mon 27 Oct 25.

11. **Date of Next Meeting.** To confirm the date of the next meeting.

The Council **RESOLVED** to agree that the next meeting of the Parish Council would take place in the Northmoor Village Hall on Tue 4 Nov 25 commencing at 7:00pm.

12. There being no further business the meeting closed at 7:55pm.

Signed.....Date.....