

**Minutes of the Northmoor Parish Council Meeting
Held on Tuesday 3 March 2026 at 7:00pm in the Village Hall**

Attendees

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

Mr Chris Isaac Clerk

WODC Cllr Sandra Cosier and WODC Cllr Steve Cosier.

No members of the public.

1. **Apologies for absence.** To receive apologies for absence.
Apologies were received from OCC Cllr Dan Levy.
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.
Nothing was declared.
3. **Public Participation.** To receive questions from members of the public relating to items on the Agenda.
There were no members of the public.
4. **Minutes.** To agree the minutes of the meeting held on 4 Nov 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. OCC Cllr Levy will send a report on return from his trip on 10 March , and a copy will be included in the separate report document.
 - b. WODC Cllrs Steve and Sandra Cosier sent a joint report, a copy of which was previously circulated to councillors. Steve added that today he had heard back from Thames Water and a copy of the email and the report will be included in the separate report document.
 - c. The Chair reported that water meter readings have been submitted, but the invoices are still showing as estimates.
 - d. Cllr Brangwin reported that the warped roundabout in the playground is due to be replaced at the end of March, and that the splits in the wooden posts are a natural occurrence and so to be expected.

e. Cllr Reed reported that the Defibrillator training was held on Monday 23 February in the Village Hall and was very successful, 20 people from across the parish attended.

f. The Clerk reported the following points:

i. **Quarantined and Spam emails.** There has been a noticeable increase in spam emails getting through to users' inboxes as well as more being quarantined and so urged the councillors to be vigilant.

ii. **Playpark access gate.** Scott Gillam had inspected the gatepost, which has dropped. He gave two solutions, he could drill another hole in the post to enable the gate to be kept closed at zero cost, or he could give a quote to replace the post and all ironworks.

The Council **RESOLVED** to ask Scott to drill a new hole.

iii. **Citizens Advice.** A thank-you letter has been received from the Chief Executive Officer of Citizens Advice Oxfordshire for the Parish Council's S137 Grant, a copy of the letter is included in the separate report document.

iv. **Sandboxes.** The four sandboxes are now in place, were filled with sand and bags, emptied during the last floods and refilled the next day. It was noted that initially there were no cable ties to close the bags.

Clerk to check if cable ties have been provided when the boxes were refilled, and if not request some from WODC.

v. **Defibrillators.** The heater on the original Defibsafe1 at Bablock Hythe failed. It was approximately 14 years old and out of warranty. A Defibsafe2 has been bought and fitted

The defibrillator at the Red Lion had also developed a fault and has been sent to WEL Medical for further investigations. They have supplied a loan unit and have said they will supply a replacement unit and case FoC.

vi. **Sewer Issues.** During the last flooding residents asked if I could report the sewer issues to Thames Water. TW informed me that they won't act on someone else's say so, and that the affected individuals must report issues themselves.

vii. **Dog waste signs.** WODC will no longer supply signs for Town or Parish Councils to erect themselves, but they will fit them in areas identified as having dog fouling problems.

Councillors to suggest dog fouling hotspots for the Clerk to report.

viii. **Road Closure.** The closure of the Standlake Road, for repairs to the bridge over the Windrush now moved to summer holidays (20 July to 31 August). There will also be a temporary road closure to Church Road at the East (Bablock Hythe) end of Northmoor, where the speed limit changes from 20mph to 30mph, to facilitate the installation of water pressure monitoring equipment on 28 March to 30 March.

6. **Noticeboards.** To note the purchase of two replacement noticeboards for the Parish at a total cost of £4,477.80 inc VAT.

Online quotes were sought from Greenbarnes, Parish Noticeboards and The Noticeboard Company. All had similar prices, but The Noticeboard Company gave a 15-year guarantee, whereas the others only offered 2 or 5 years. There was also a 15% discount if ordered before the end of January, so after gaining approval from the Councillors an order was placed. The Noticeboards are expected to be dispatched in the second week in March, Green Wood Park staff have agreed to erect the noticeboard at Bablock Hythe and Scott Gillam will erect the one outside of St Deny's Church.

The Council **NOTED** the purchase of the two Noticeboards.

7. **Grass Cutting Contract.** To receive the report on the village grass cutting contract for the next 3 financial years.

A request for quotation was sent to three local companies and all responded. 2 companies were close in cost and gave satisfactory responses to the supplementary questions. The third company didn't give a response to the supplementary questions, but as they were far more expensive they were not asked to respond further. Scott Gillam Landscapes was the cheapest bid and so the contract was awarded to them.

The Council **NOTED** that contract will be awarded to Scott Gillam Landscapes as their bid was compliant with the RFQ conditions and was also the lowest cost.

8. **SLCC Membership for the Clerk.** To consider the Clerk's Membership to the Society for Local Council Clerks. The SLCC gives support and advice to Clerks and costs £10 to join and £116 membership.

The council **RESOLVED** to pay the costs of the clerk's SLCC membership.

9. **Local Government Reorganisation consultation.** To decide what if any response should be given to this consultation by the Parish Council.

The council had previously reviewed the consultation material supplied and **RESOLVED** not to give a response.

10. **West Oxfordshire Lowlands Movement and Place (MAP) Plan.** To discuss what if any response should be given to this consultation by the Parish Council.

The council had previously reviewed the consultation material supplied and **RESOLVED** not to give a response.

11. **Litter Pick.** To agree a date for the annual litter pick.

The council agreed that the next litter pick should be held on Saturday 28 March starting at 10:00 in the Village Hall car park.

Cllr Brangwin will amend last year's poster and distribute. The Clerk will post it on the Village Facebook pages and email lists.

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

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

As of 28 February 2026, the Accounts stood at:

i. Barclays Community Account (Current Account) £556.77.

ii. Barclays Business Premium Account (Deposit Account) £25,949.67

This consists of £5,541.75 General Reserves, £4,328.00 Earmarked Reserves

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and £16,079.92 Ringfenced Reserves (£15,759.48 for Playpark Replacement / Maintenance and £320.44 Bablock Hythe Flood Prevention Reserve for VAT to be repaid to Green Wood Parks).

Since the last meeting no funds have been received and / or transferred.

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 and **RESOLVED** to agree the payments below.

Reason/Description	Payee	Budget	Amount (Ex VAT)	Amount (Inc VAT)
Payments to note that have been approved previously				
Grass cutting December	Scott Gillam	Grass cutting	£150.00	£150.00
S137 Grant to West Oxfordshire Citizens Advice	Citizens Advice West Oxfordshire	S137 Grants	£500.00	£500.00
Defibsafe2 Defibrillator Cabinet	WEL Medical	Defibrillator	£409.95	£491.94
Qty 2 Noticeboards	Noticeboard Company Cumbria Ltd	Village Upkeep	£3,731.50	£4,477.80
Allotment water charges for January	Castle Water	Allotment Water Charges	£6.28	£6.28
Payments requiring approval				
OALC Annual Membership	Oxfordshire Association of Local Councils	Subscriptions	£190.00	£228.00
Yearly Allotment Land Rental (01/04/2026 – 31/03/27)	Emma Hare	Allotment Field Rental	£100.00	£100

8. **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:
None received.

b. **Responses between meetings.** To note responses made using the Clerk's delegation.
None received.

9. **Training.** To consider any further training offered by OALC, NALC and SLCC.
There was no training courses requested.

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10. **Correspondence.** To note correspondence received not otherwise on the agenda where decisions are not required.
None received.

11. **Items for information or next Agenda only.** All items for the next agenda to be submitted to the Clerk by Mon 27 Apr 26.

12. **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 5 May 26 commencing at 7:00pm.

13. There being no further business the meeting closed at 8:30pm.

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