

MILCOMBE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 6 JANUARY 2026 AT 8.00PM AT THE VILLAGE HALL, MILCOMBE

PRESENT: Chairman, Councillor Myra Peters: Councillors Nigel Davis and Chris Hill.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer) and District Councillor David Rogers.

59/25 Apologies – Councillor Mandie McCullagh submitted her apologies because she was at work.

County Councillor David Hingley also submitted his apologies.

Resolved that the apologies from Councillor Mandie McCullagh be accepted and the absence be authorised.

60/25 Declarations of Interest – There were no declarations of interest.

61/25 Minutes – Prior to the meeting, the minutes of the meeting held on 4 November 2025 had been circulated to the Parish Council.

Resolved that the minutes of the meeting held on 4 November 2025 be approved and signed by the Chairman as a correct record.

62/25 Matters Arising from the Minutes of 4 November 2025 – There were no matters arising.

63/25 Chairman's Announcements

- Marlene Cowell – The Parish Council was saddened to learn that Marlene Cowell had passed away on 27 December 2025. Marlene had lived around Milcombe and Bloxham since the 1940's and had contributed to the Milcombe community significantly as Church Warden, organist and flower arranger at the Church, Clerk to the Village Hall Committee, as well as a Parish Councillor, Clerk and Chairman of Milcombe Parish Council.

A card would be sent from the Parish Council to Marlene's family to express the Parish Council condolences. Parish Councillors and the Clerk would be attending Marlene's funeral.

- Anti-Social Behaviour in the New Road Layby – It had been reported to the Parish Council that someone was parking in the layby in New Road, consuming alcohol and throwing their litter in the layby and then driving away from the village. The issue would be reported to Thames Valley Police. The resident who had submitted the report would be asked to obtain further details of the vehicle and the dates and times of the incidents. Thanks would also be passed for making contact and reporting the issue. **Action TG**

64/25 Open Forum – There were no residents in attendance.

(For information, following guidance from the National Association of Local Councils, the Parish Council did not specifically name individual residents within its minutes, unless they were speaking in an official capacity)

65/25 Reports from County and District Councillors – Prior to the meeting, District Councillor David Rogers had circulated his report to the Parish Council.

Councillor Rogers highlighted that on 18 December 2025, the Government wrote to Cherwell District Council giving it the option of postponing the District Council elections in May 2026 until May 2027, whilst the local government reorganisation was being undertaken. The District Council had not yet responded and plans were continuing to be made for elections in May 2026.

The Parish Council was disappointed to note that green wheelie bins and caddies would be chargeable if replacements were required. The units were not robust enough and were often broken whilst being emptied, which was not within the control of the residents.

MILCOMBE PARISH COUNCIL

Councillor Rogers was thanked for his report.

Resolved that the reports be noted.

66/25 Village Matters

- i) Play Area – The Clerk reported that the Wayleave was still being progressed by Cherwell District Council and National Grid. The Clerk would continue to chase both organisations.

Contact had also been made with the Chief Executive at Cherwell District Council to ask for his help to get the matter resolved.

With regard to the Play area inspection report, the nuts on swings needed tightening and Councillor Nigel Davis would complete the work. Paint would also be applied to the swings to stop birds from landing on the top bar and messing on the seats below.

The wooden and chain link fences were both broken and needed to be repaired. This would be investigated further in the spring. There was a discussion regarding the ownership of the fence and District Councillor David Rogers agreed to assist with clarifying this with Cherwell District Council.

Resolved that:

- 1) the report be noted; and
- 2) a plan of the play area, identifying the fencing which required ownership clarification be forwarded to District Councillor David Rogers. **Action ND/DR**

- ii) Village Hall Committee – Councillor Nigel Davis reported that a smart thermostat would be fitted in the Village Hall, so the heating could be controlled remotely.

Resolved that the report be noted.

- iii) 488 Bus Route – Councillor Chris Hill reported that the 488 bus route into Banbury had been changed and no longer stopped near to the Banbury Cross Health Centre in Banbury.

The Clerk reported that in January 2024, the Parish Council commented on the changes to the above route as it passed through Milcombe. However, now it had come to light that the route had also changed when it got into Banbury, which inconvenienced a number of bus users from Milcombe. Contact would be made with the County Council to establish why the changes had been made and whether this was a temporary or permanent measure.

Resolved that the report be noted.

67/25 Planning

- i) Planning Applications – Since the last meeting, the Parish Council had submitted no objections to the following applications: None

Since the last meeting, the Parish Council had submitted objections to the following applications: None

The Parish Council was currently considering the following applications: None

Resolved that the reports be noted.

- ii) Results of Planning Applications – Prior to the meeting, the results of the planning applications, determined by Cherwell District Council, had been circulated to the Parish Council and were as follows:

MILCOMBE PARISH COUNCIL

Cherwell DC Application No.	Identification	Milcombe PC Observations	Cherwell DC Decision
25/01931/F	Little Acre, Main Road, Milcombe Erection of detached dwelling with garage (self-build)	No objections	Permitted

Resolved that the report be noted.

68/25 Parish Council Matters

- i) Vacancies – There had not been any applications for co-option onto the Parish Council.

Resolved that the report be noted

- ii) Parish Council Elections – The Clerk reported that Parish Council elections were being held on Thursday 7 May 2026.

Resolved that the date of the Parish Council elections be noted.

- iii) IT Policy – The Parish Council considered adopting a new IT Policy.

Resolved that the IT policy be adopted and published on the Parish Council web site. **Action TG**

- iv) Parish Council Web Site – The Clerk reported that work was being undertaken on the Parish Council web site to ensure that it met the new accessibility standards.

Resolved that the report be noted and the cost of £120.00 be approved.

69/25 Finance

- i) Financial Matters – Prior to the meeting, a number of financial documents had been circulated to the Parish Council.

Resolved that:

- 1) the accounts for payment be approved, as detailed in appendix 1 to the minutes;
- 2) the receipts since the last meeting, the uncashed payments & receipts and the bank reconciliation, as at 6 January 2026 for the bank accounts at Unity Trust Bank be noted; and
- 3) it be noted that Councillor Myra Peters, as Councillor for monitoring the Parish Council's internal controls, had signed the uncashed payments list, the uncashed receipts list, the bank reconciliation as at 31 December 2025 and the Unity Trust bank statements for December 2025.

- ii) Budget Monitoring 2025/2026 – Prior to the meeting, the Parish Council received budget monitoring report for 2025/2026.

Resolved that the report be noted.

- iii) Internal Audit 2025/2026 – The Parish Council considered the interim internal audit report for 2025/2026.

Resolved that the report and recommendations be noted.

70/25 Correspondence – There was no further correspondence.

71/25 Meeting Dates - The Chairman reported that future meetings would be held in the Village Hall, Milcombe and would commence at 8.00pm.

- Tuesday 3 March 2026

MILCOMBE PARISH COUNCIL

- Tuesday 5 May 2026 (Annual Parish Meeting)
- Tuesday 12 May 2026
- Tuesday 7 July 2026

72/25 Items for the Next Meeting

- Fencing at the play area

(The meeting closed at 9.10pm)

Signed, Chairman – 3 March 2026

DRAFT