

# MILCOMBE PARISH COUNCIL

TUESDAY 3 MARCH 2026

Clerk & Responsible Financial Officer  
Theresa Goss  
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24 February 2026

Dear Councillor,

A meeting of the Parish Council will be held on **Tuesday 3 March 2026 at 8.00pm** at the Village Hall, Main Road, Milcombe to transact the business set out in the Agenda below and you are summoned to attend.

District Councillors Zoe McLernon, Eddie Reeves and David Rogers and County Councillor David Hingley are also invited to attend.

Members of the public are invited to attend the meeting, however please note that this will be for the purposes of viewing the meeting only and public participation will only be permitted during the Open Forum. The 3 minute public speaking rule, as per the Parish Council's Standing Orders, will apply.

T.Goss  
Clerk to the Parish Council

## A G E N D A

1. **Welcome** – To welcome the Councillors and the public to the meeting.  
**8:00pm – 8:05pm**
2. **Apologies for absence** - To receive any apologies for absence from the meeting.  
**8:00pm – 8:05pm**
3. **Declarations of Interest** - Members are asked to declare any interest and the nature of that interest, which they may have in any of the items under consideration at this meeting.  
  
**Advice on declarations of interest should be sought from the Clerk prior to the meeting, as advice cannot be given to Councillors at Parish Council meetings.**  
**8:00pm – 8:05pm**
4. **Minutes** - To approve the minutes of the meeting held on 6 January 2026 (**Attached**)  
**8:05pm – 8:10pm**
5. **Matters Arising** - To discuss any issues arising from the minutes 6 January 2026.  
**8:10pm – 8:15pm**
6. **Chairman's Announcements**  
**8:15pm – 8:20pm**
7. **Open Forum** – Members of the public are invited to raise any items which concern the Parish.  
**(Maximum of ten minutes in total for this item)**  
**8:20pm – 8:30pm**

8. **Reports from County and District Councillors** - To receive reports from the Milcombe County Councillor and District Councillors.

**8:30pm – 8:40pm**

9. **Village Matters**

- i) Village Hall – To receive an update from Parish Councillor Nigel Davis, the Parish Council's representative on the Village Hall Committee.
- ii) Play Area – To discuss any matters relating to the play area and receive an update on the project for the installation of CCTV.
- iii) Woodland Planting Proposal, Milcombe – To note that a local landowner has a woodland creation proposal which is open for local and environmental consultation.
- iv) Spring Clean 2026 – To discuss organising a village spring clean.
- v) Pothole – To discuss the number of potholes on the roads in Milcombe and the email sent to Paul Fermer, Director of Environment, Highways & Transport at Oxfordshire County Council by the Chairman.
- vi) Trees in the Church Yard – To discuss the work which has been undertaken to cut back the trees in the Church Yard.

**8:40pm – 8:50pm**

10. **Planning**

- i) Planning Applications - To note the planning applications which have been considered by the Parish Council since the last meeting. **(To follow)**
- ii) Results of Planning Applications - To note the results of planning applications determined by Cherwell District Council's Planning Committee. **(To follow)**
- iii) 25/03084/F - Milton Road Sports and Community Building, Milton Road, Adderbury – To discuss the application for Variation of condition 2 (plans) of 21/00104/F - reduction in size of proposed building.

**8:50pm – 9:00pm**

11. **Parish Council Matters**

- i) Vacancies – To consider any applications for co-option onto the Parish Council.
- ii) Parish Council Elections – To note that Parish Council elections are being held on Thursday 7 May 2026.
- iii) Local Government Reorganisation – To discuss the proposals for the local government reorganisation in Oxfordshire. **(Information previously circulated)**
- iv) Parish Council Document – To discuss the work being undertaken to collate and file the Parish Council's documents.

**9:00pm – 9:10pm**

12. **Finance**

- i) Financial Matters
  - To approve the accounts for payment; and
  - To note the income received since the last meeting, the uncashed receipts & uncashed payments and the bank reconciliation. **(Reports to follow)**

- ii) Budget Monitoring – To note the budget monitoring report for 2025/2026. **(Report to follow)**
- iii) Section 106 Funds – To discuss a proposal for Section 106 funds from a development in Milcombe be used at Jubilee Park, Bloxham for adult gym equipment.  
**9:10pm – 9:15pm**
- 13. **Correspondence** - Items of correspondence will be circulated to members.  
**9:15pm – 9:20pm**
- 14 **Public and Press** – To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting for items numbered 15 & 16 on the grounds that it could involve the likely disclosure of private and confidential information.  
**9:20pm**
- 15. **Staffing Matters** – To review the salary of the Clerk and Responsible Financial Officer for 2026/2027.  
**9:20pm – 9:25pm**
- 16 **Grass Cutting Contract 2026/2027** – To consider a quote for the grass cutting contract for 2026/2027.  
**(Previously circulated)**  
**9:25pm – 9.30pm**
- 17. **Meeting Dates** - Future meeting dates for Milcombe Parish Council are stated below. They will commence at 8.00pm at the Village Hall, Milcombe:  
Tuesday 5 May 2026 (Annual Parish Meeting)  
Tuesday 12 May 2026  
Tuesday 7 July 2026  
Tuesday 8 September 2026  
Tuesday 3 November 2026  
**9:30pm**