

Tetsworth Parish Council
Victoria Nuthall
Parish Clerk & Responsible Finance Officer
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To all members of Tetsworth Parish Council
You are summoned to attend the Parish Council meeting as detailed below
In Tetsworth Memorial Hall
on Monday 14th April 2025 at 7.30pm

Members of the Public and Press are welcome to attend

AGENDA

1. **Apologies for Absence**
2. **To Receive Declarations of Interest**
 Members are asked to declare any personal interest and the nature of that interest they may have in any of the items under consideration at this meeting.
3. **To Approve the Minutes of the Council Meeting held on 10TH March and the Extra Ordinary Council Meeting held on 18th March for Signing**
4. **Public Questions**
5. **Update of Actions List** - refer to actions list

Councillor Reports

6. **County Councillors' Reports**
7. **District Councillor's Reports**
8. **Parish Councillors' Reports**

Parish Council Administration

9. GOV.UK email addresses. Consideration of Parish online offer of data transfer from clerk.co.uk to clerk.gov.uk email box.
10. Consideration of letter regarding Tetsworth Memorial Hall from parishioner
11. Consideration of letter regarding Thames Water from Freddie van Mielo
12. Consideration of email regarding breach of planning conditions on land from parishioner

Finance

13. **Monthly Financial Report.** To **Approve** the report for March 2025.
14. **Expenditure:** To **Approve** the following payments (*Note italics show payments already made* and **Note** those payments paid as previously agreed as standing orders and direct debits

a. Electronic Payments

i.	OALC	Annual subscription	Invoice T00280/2025/1	£240 incl VAT
ii.	ONPA	Annual Subscription		£50
iii.	V Nuthall	Salary – March 2025		£1040.65
iv.	HMRC	Employer NI – March 2025		£35.69
iv.	360 Landscapes	Grounds Maintenance	Invoice SI-10911	£396 incl VAT
v.	Shield Maintenance	Dog waste bin	invoice 8589	£33.16 incl VAT
vi.	Bank Service Charges			£4.25

b. Standing Orders (Monthly):

i.	Wiserve	IT Support	Invoice 28443	£6.00 inc VAT
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c. Direct Debits (Monthly):

i.	O ²	Phone Service	05928908	£20.88 inc VAT
ii.	Microsoft	One Drive Storage	82322662943	£1.99 inc VAT
iii.	HP Instant Ink	Ink Cartridges/Paper		£17.26 inc VAT

d. Debit Card:

15. **Receipts:** To **Note** the following receipts:

a.	Mr Stevens	Part payment-reimbursement for bench	£890.40
b.	TSSC	Insurance repayment	£52.36

16. **To Consider / Discuss / Approve Further Financial Matters**

- Consideration of approval of revised Financial Regulations – NALC updates under Procurement – reference items 5.4, 5.7, 5.11
- Consideration of appointment of Jane Olds as Internal Auditor to undertake the 2024/25 AGAR
- Consideration of investment options regarding Harlesford Farm.
- Internal Controls Checklist
- 2024/25 AGAR (Annual Governance Audit Return) update
- 2024/25 End of Year Financials
- 2025/26 Budget – quarterly finance updates
- To acknowledge receipt of precept installment (1 of 2) for 2025/26 financial year from SODC of £16,420.50.

17. **Planning**

For consideration:

P25/S0828/HH – 2 High Street, Tetsworth - A single storey side and rear extension and alterations to existing elevations.

P25/S0751/HH – Emerton house, 64 High Street, Tetsworth. Replacement of existing conservatory with a new single storey extension. Removal of a section of brick from the linking element between the main house and service wing at ground floor level to improve ground floor accessibility including layout changes.

P25/S0752/LB – Emerton House, 64 High Street, Tetsworth. Replacement of existing conservatory with a new single storey extension. Removal of a section of brick from the linking element between the main house and service wing at ground floor level to improve ground floor accessibility including layout changes.

P24/S1717/S73 – Harlesford Farm, Tetsworth - Variation of conditions 2 (Site Location and Development Zones Plan), 4 (Details and Layout of Proposed Infrastructure), 5 (Landscape Specification Plan), 6 (Landscape Maintenance and Management Plan), 7 (Arboricultural Method Statement), 8 (Construction Environmental Management Plan-Biodiversity), 9 (Biodiversity Enhancement Plan), 10 (Ecological Buffer Zones), 11 (Archaeological Field Evaluation), 12 (Written Scheme of Investigation), 13 (Programme of Archaeological Evaluation), 14 (Construction Traffic Management Plan), 15 (Detailed Surface Drainage Scheme) and 18 (Flood Risk Assessment) pursuant to planning permission reference P20/S3245/FUL. (The construction and operation of a solar photovoltaic farm and associated infrastructure, including inverters, substation compound, security cameras, fencing, access tracks and landscaping). (As updated by plans and documents received 23 October 2024 and 25 February 2025 and as amended by information received 14 March 2025.)

P24/S31440/O – Land at High Street, Tetsworth, OX9 7AU. Outline planning application for the erection of up to 50 dwellings with public open space, landscaping, sustainable urban drainage system (SuDs) and the principal means of vehicular access from High Street. All matters reserved except for means of access. – **sent in error and noted**

Awaiting Decision:

- Application reference: P25/S0578/DIS: Horseshoe House Stoke Talmage Road Tetsworth**
Discharge of conditions 3(surface water drainage scheme) and 4(foul water drainage scheme) on application ref. P20/S4389/FUL - Appeal reference: APP/Q3115/W/21/3285287 (The erection of a new dwelling and the removal of an existing dwelling.) **This was noted.**

- b. **Application Reference: P24/S3878/FUL - Land West of Harlesford Farm South-West of Tetsworth.** Additional infrastructure south of an existing 132KV tower, including two approximately 28 metre ('m') masts, other associated infrastructure and access. WRITTEN REPRESENTATIONS TO BE RECEIVED BY 8 MARCH 2025.
- c. **Application Reference: P24/S1717/S73: Harlesford Farm near Tetsworth Oxfordshire OX9 7BX.** Variation of conditions 2 (Site Location and Development Zones Plan), 4 (Details and Layout of Proposed Infrastructure), 5 (Landscape Specification Plan), 6 (Landscape Maintenance and Management Plan), 7 (Arboricultural Method Statement), 8 (Construction Environmental Management Plan-Biodiversity), 9 (Biodiversity Enhancement Plan), 10 (Ecological Buffer Zones), 11 (Archaeological Field Evaluation), 12 (Written Scheme of Investigation), 13 (Programme of Archaeological Evaluation), 14 (Construction Traffic Management Plan), 15 (Detailed Surface Drainage Scheme) and 18 (Flood Risk Assessment) pursuant to planning permission reference P20/S3245/FUL. (The construction and operation of a solar photovoltaic farm and associated infrastructure, including inverters, substation compound, security cameras, fencing, access tracks and landscaping).
- d. **Application Reference: P24/S3144/O: Land at High Street Tetsworth OX9 7AU.** Outline planning application for the erection of up to 50 dwellings with public open space, landscaping, sustainable urban drainage system (SuDs) and the principal means of vehicular access from High Street. All matters reserved except for means of access.
- e. **Application Reference: P24/S3558/FUL: Manor Farm Access Track to Manor Farm near Tetsworth OX9 7AY.** Replacement of two farmhouses self-build on their existing sites. (Consultation extended to 14 Jan 25).
- f. **Application Reference P24/S3982/DIS: Dodwells Solar Farm. Land north of the A40.** Discharge of conditions 4 (Final Layout and Equipment Details), 6 (Archaeology Written Scheme of Investigation), 7 (Implementation of Programme of Archaeological Work), 8 (Sustainable Drainage Scheme), 9 (Construction Traffic Management Plan), 10 (Landscaping Scheme and Implementation), 11 (Landscape and Biodiversity Management Plan), 12 (Tree Protection Measures), 13 (Biodiversity Enhancement Plan), 14 (Construction Environment Management Plan for Biodiversity) on planning application P21/S3915/FUL (Installation and operation of a Solar Farm together with all works, equipment and necessary infrastructure).
- f. **Application reference P25/S0008/DA – Appeal. Land at Toll Lodge Farm London Road Tetsworth Oxon OX9 7AZ.** Without planning permission, the creation of a paved hardstanding and gravelled area at the access to the Land. The area of the Land in which the alleged breach of planning control is considered to be taking place is shown in the approximate position hatched blue on the accompanying plan. (SE22/054).

To Note any Further Planning Considerations Received after Agenda Publication

NDP Review.

18. NDP update.

Recreation Areas

19. **PATCH.**

- a. Routine Inspections.

Village Environment

20. To consider correspondence from OCC - Flood project funding Expressions of Interest - Oxfordshire County Council Priority Action flood projects 2025/6
21. VE Day Celebrations – 8/5/25
22. Solar project - TSSC

Highways, Byways & Transport

23. Bus Services Contract
24. Village Sign – East end of village update
25. 2 High Street, Tetsworth – advance notification of sewage repairs – already shared

26. **Communications sent to councillors by email since the last meeting and noted.**

- Empty Home Comms

- TVP Police & Crime Bulletin
- Open Spaces Society newsletter
- The Rural bulletin newsletter
- Practitioners Guide 2025
- OCC Newsletter
- CF – Marriott Place Project
- Everyone Active grant funding information – SODC
- Fly Tipping communication
- Thames Valley Alerts
- SLCC newsletter

27. **Items for Next Agenda Not Already Mentioned**

To Note any such items.

28. **Date of the Next Meeting.** The next meeting will be held on 12th May 2025 at 7.30pm.
Annual Parish meeting will take place on Tuesday 20th May 2025 at 7.30pm.

To Close the Meeting. **To Note** the time of closure.

Open Forum

(original signed)

Victoria Nuthall
Parish Clerk & RFO