



Tetworth Parish Council

Parish Clerk & Responsible Finance Officer

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Minutes of the Meeting of Tetworth Parish Council Held at Tetworth Memorial Hall at 7.30pm on Monday 10th November 2025

Present:

Chair: Cllr Seb Mossop (SM)
Cllr Chris Thompson (CT)
Cllr Susan Rufus (SR)
Cllr Sean Whitehead (SW)
Cllr Kim Bhagat (KB)

In Attendance: Victoria Nuthall, Clerk & RFO, John Gilbert (sub- committee member) Cllr Judith Edwards (OCC)

Members of the Public:

154. **Apologies for Absence** Cllr Robyn Hester (RH), Cllr Georgina Hermitage (GH)

155. **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. **None.**

156. **To Approve the Minutes of the Council Meeting held on 13th October 2025 for Signing.** **Approved.**

157. **Change to order of agenda - bring forward planning application item P25/S2747/FUL** - Change of use of land to a Gypsy/Traveller site comprising 12 mobile homes, 12 touring caravans and 12 utility rooms at **Land south-west of London Road near Tetworth Oxfordshire OX9 7AZ.** The chairman referred to the very thorough, detailed response prepared by Tetworth Parish Council in respect of this application. The Parish Council's comments will be submitted via the SODC planning portal on 11th November and a copy of TPC's representation will be uploaded onto the parish council website and a link will also be provided via our facebook page. Parishioners were reminded to submit their comments no later than 13th November via the planning portal or via email and for those who wish for their details to be redacted). In addition, TPC will organise a hard copy petition for those who do not have internet or email access. The chairman thanked the efforts, support and assistance of John Gilbert and Karen Harris in preparing the detailed response. The chairman continued to summarise the proposed response to the meeting which detailed concerns regarding noise, flood risks, landscape, ecology, planning policy, neighbourhood plan, sustainability and concerns over the validity of the planning application. It was **agreed** unanimously by the Parish Council to object to this planning application as outlined in the proposed representation prepared.

Meeting closed – 7.49pm – opened to the public

Public Questions

A parishioner stressed the importance of parishioners submitting their comments in relating to planning applications. A question was raised as to why the police were not contacted when the served temporary stop notice was breached as believed to be a criminal offence. The chairman reiterated for parishioners to ensure that their comments are material planning considerations when submitting their response.

Meeting re-opened 8.20pm

158. **Clerk's Report.** The clerk provided an overview as per the monthly clerk report circulated to councillors. An update received regarding the land transfer at the Primary School was received which explained continual delays in the land registry process. John Gilbert offered to notify our local MP for assistance on this matter.

Councillor Reports

159. County Councillors' Reports. Cllr Edwards noted the ongoing planning issue for the parish and said there is little OCC can do as it is currently in the hands of SODC. Cllr Edwards gave an update on the Chalgrove airfield presentation and that a planning application submission is imminent. In addition, Cllr Edwards discussed the proposed reduced fire engine service for the county and that Thame will reduce from two engines to one. Cllr Edwards provided a current update on the Congestion Charging trial scheme for Oxford and said feedback was mixed. It was reported at the meeting that when applying for the 25 x passes, if you have a company vehicle it prevents you from easily registering and requested that Cllr Edwards provided this feedback in addition to many questions regarding the car that some people are unable to answer if they are not in possession of the V5C.

Cllr Edwards notified the Parish Council that she now plans to attend a meeting once per quarter and will submit reports in between with the exception if the Parish Council specifically request her attendance at a meeting.

160. District Councillor's Reports. The chairman shared the highlights of Cllr Hermitage's recent monthly report.

161. **Parish Councillors' Reports**

Parish Council Administration

162. Standing Orders – revised – for consideration and adoption. **Approved.**

Finance

163. **Monthly Financial Report.** To approve the report for October 2025. **Approved.**

164. **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. **Approved.**

a. Electronic Payments

i.	V Nuthall	Wages – October 2025	£1145.22
ii.	360 Landscapes	Monthly Leaf blowing	£78 inc VAT
iii.	Shield Maintenance	Dog Bin emptying	£33.16 inc VAT
iv.	Oxfordshire CC	Wicket Gate replacement contribution	£3335.94 inc VAT

b. Standing Orders (Monthly):

i.	Wiseserve	IT Support	£6 inc VAT
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c. Direct Debits (Monthly):

i.	O ²	Phone Service	05928908	£22.44 inc VAT
ii.	Microsoft	One Drive Storage	82322662943	£1.99 inc VAT
iii.	HP Instant Ink	Ink Cartridges/Paper		£34.98 inc VAT
iv.	HMRC	Quarterly Employer NI		£68.40
v.	Lloyds	Monthly service charges		£4.25

d. Debit Card:

i.	The Print Shop	Leaflet Printing	£34 inc VAT
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165. **Receipts:** To **Note** the following receipts:

TSSC

Monthly insurance repayment

£48.78

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

- a. To consider and approve the Budget for the 2026/27 financial year. **The annual budget of £33,946 for the 2026/27 financial year was agreed unanimously. This represents a 3.37% increase on the previous financial year.**
- b. Consideration of donation request from Citizens Advice Oxfordshire. **£100 donation approved.**
- c. Consideration and approval of SLCC membership renewal. **The SLCC membership renewal fee of £80 for the forthcoming year was approved.**

167. **Planning**

For consideration:

P25/S3227/NM - Non-material amendment on planning application P23/S2989/HH

A two-storey side extension and a single storey front extension. Existing garage to be demolished and new enlarged garage to be constructed) - Rear wall to extension has been moved inwards by 385mm to improve access to rear; slight alteration to the zinc roof pitch; removal of first floor window in gable wall; positions of the two ground floor windows in side wall altered; split single roof light into two in zinc roof; tweaks to the external sunken terrace, introducing tiered planters to overcome level difference; altered wall and roof finishes of the proposed garage at **Laurel Cottage 15 Silver Street Tetsworth OX9 7AR. Noted.**

P25/S2747/FUL - Change of use of land to a Gypsy/Traveller site comprising 12 mobile homes, 12 touring caravans and 12 utility rooms at **Land south-west of London Road near Tetsworth Oxfordshire OX9 7AZ. The council objects to this application. Minute reference 157 refers.**

Awaiting Decision:

P25/S2556/HH - Proposed side dormer and rooflight and rear elevational window to create loft conversion for new bedroom and bathroom at **25 Blackthorn Rise, Tetsworth**

P25/S1987/FUL – For development work at the following location: **Land bordering either side of the M40 near Postcombe and Lewknor villages**

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).

Decisions made

None to report.

To Note any Further Planning Considerations/Received after Agenda Publication. None.

NDP Review.

168. NDP Review/Local Plan update. John Gilbert notified the council that the council are currently in discussion with the Inspectorate regarding next steps. Once more information is known, we will be updated.

Recreation Areas

169. **PATCH.**

- a. Routine Inspections. A quotation had been received from Creative play for remedial works. Will be discussed at the December meeting.

Village Environment

170. None.

Highways, Byways & Transport

171. None.

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

To note all emails sent by the clerk to the council. Noted.

172. Items for Next Agenda Not Already Mentioned

None.

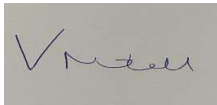
173. **Date of the Next Meeting.** The next meeting will be held on 8th December at 7.30pm.

To Close the Meeting. The meeting closed at 9.18pm.

Open Forum

Concern raised from resident regarding parked cars on the brow of the hill next to the Primary School and posing as a road safety hazard and it was believed that the vehicles were visiting the school. The Chairman offered to speak to the school head to see what can be done.

Footbridge next to Swan Gardens. A parishioner reported that the wooden footway was rotting. The chairman offered to review and follow up.



Victoria Nuthall
Parish Clerk & RFO