

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 9th June 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 12th May and the Extra Ordinary Council Meeting held on 29th April (deferred from last meeting) 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. Councillor vacancy update
10. Parish Council noticeboards
11. Website update / working shared drive for council
12. Consideration of clerk undertaking CILCA qualification with OALC/SLCC

Finance

13. **Monthly Financial Report.** To **Approve** the report for May 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.	Gallaghers Insurance	Annual subscription	Invoice 149400715	£1599.19
ii.	J Olds	Internal Audit	Invoice JO294	£260
iii.	TSSC	Donation towards fete		£250
iv.	HMRC	Employer NI – May 2025		£203.74
iv.	V Nuthall	Wages – May 2025		£1084.50
v.	360 Landscapes	Grounds Maintenance	SI-10920	£396 incl VAT
v.	Shield Maintenance	Dog waste bin	invoice	£33.16 incl VAT
vi.	Bank Service Charges			£4.25
vii.	CJ Stores	Refreshments for APM		£49.44
viii.	J Bennett & Sons	Annual Insurance Renewal – TSSC		£585.38

b. Standing Orders (Monthly):

i.	Wiseserve	IT Support	Invoice 30197	£6.00 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		£10.98 inc VAT

d. Debit Card:

15. Receipts: To Note the following receipts:

a.	TSSC	Insurance repayment	£52.19
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16. To Consider / Discuss / Approve Further Financial Matters

- a. Consideration of the Internal Auditors report for 2024/25 – Annual Governance Accountability Return
- b. Approval of the Annual Governance Statement for 2024/25 - Annual Governance Accountability Return
- c. Approval of the Accounting Statements for 2024/25 - Annual Governance Accountability Return
- d. Notification of the Public rights of inspection - Annual Governance Accountability Return
- e. Consideration of TSSC annual insurance renewal received by J Bennett & Sons for the period 1 June 2025 – 31 May 2026 (formal resolution to be minuted)
- f. Consideration of cost for additional dog waste bin next to Swan Gardens following quotation received by The Shield Group
- g. Notification of next PWLB repayment of £1315.22 – due 2/6/25 – for information.

17. Planning

For consideration:

Application Reference P25/S1408/LB – Tetsworth Primary School, 15 High Street, Tetsworth - Listed building application for an oil boiler replacement and associated works including replacement flue, new radiators and trenching of services.

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. Surface water management report update.

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).

Application Reference: P25/S0951/DIS - Dodwells Solar Farm Land north of the A40 near Thame - Discharge of conditions 4 (Final Layout and Equipment Details), 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), 15 (Ecology District Licence Compliance Certificate) on application P21/S3915/FUL (Installation and operation of a solar farm together with all associated works, equipment and necessary infrastructure).

Awaiting Decision:

Application Reference: P25/S1351/HH – 11 Swan Gardens, Tetsworth. Conversion of existing garage into habitable space to be interlinked to the main dwelling. Works to include changes to the fenestration and installation of boiler flue.

Application Reference: 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.

Application Reference: P24/S3878/FUL - Land West of Harlesford Farm South-West of Tetworth. 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.

Application reference P25/S0008/DA – Appeal. Land at Toll Lodge Farm London Road Tetworth 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

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

P25/S0751/HH – Emerton house, 64 High Street, Tetworth. 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. **Granted.**

P25/S0752/LB – Emerton House, 64 High Street, Tetworth. 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. **Granted.**

Application Reference: P24/S3144/O: Land at High Street Tetworth 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. **Refused.**

Appeal for consideration:

APP/Q3115/W/25/3364807 (P23/S4191/FUL) - Claridge Barn Chiltern View Tetworth OX9 7AL.

Conversion of stables building to three dwellings with gardens and parking (additional noise survey received 22nd March 2024 and revised certificate of ownership received 2 April 2024 and additional rights of way, heritage and surfacing information as shown on documents received 3rd September 2024 and revised acoustic report and waste management information as shown on amended and additional documents received 6th November 2024 and revised acoustic barrier shown on amended plans received 6th December 2024 and public right of way corrected and rooflights adjusted as shown on amended plans received 13th February 2025).

To Note any Further Planning Considerations Received after Agenda Publication

NDP Review.

18. NDP update.

Recreation Areas

19. **PATCH.**

- a. Routine Inspections – frequency.

Village Environment

None.

Highways, Byways & Transport

- 20. Community Transport Grant – transport survey
- 21. Back Street – condition of road – in response to correspondence from parishioners

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

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

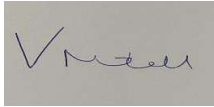
23. **Items for Next Agenda Not Already Mentioned**

To Note any such items.

24. **Date of the Next Meeting.** The next meeting will be held on 14th July 2025 at 7.30pm.

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

Open Forum

A handwritten signature in blue ink, appearing to read 'Victoria Nuthall', is shown on a light grey background.

Victoria Nuthall
Parish Clerk & RFO