



Tetsworth Parish Council

Parish Clerk & Responsible Finance Officer

Victoria Nuthall

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Minutes of the Meeting of Tetsworth Parish Council Held at Tetsworth Memorial Hall at 7.30pm on Monday 9th March 2026

Present: Chair: Cllr Seb Mossop (SM)
Cllr Chris Thompson (CT)
Cllr Kim Bhagat (KB)
Cllr Robyn Hester (RH)
Cllr Susan Rufus (SR)

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

Members of the Public:

241. **Apologies for Absence** Cllr Sean Whitehead (SW), Cllr Judith Edwards (JE), Cllr Georgina Hermitage (GH)

242. **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.

243. **To Approve the Minutes of the Parish Council Meeting held on 9th February 2026 and the Extra Ordinary Meeting held on 18th February 2026 for Signing. Approved.**

244. **Public Questions** None.

245. **Clerk's Report** The Clerk provided an update which will be summarised and uploaded onto the website.

Councillor Reports

246. **County Councillors' Reports.** None.

247. **District Councillor's Reports** . The council were in receipt of Cllr Hermitage's report to which the Chairman provided a summary of the contents to the meeting. Grant funding was also noted. A copy of this report will be uploaded onto the website alongside the minutes.

248. **Parish Councillors' Reports.** None.

Parish Council Administration

249. To consider and resolve Cllr Whitehead's apologies for forthcoming meetings in March, May, July, September, October, November 2026 in line with the Local Government Act 1972, section 85 – "Vacation of Office by failure to attend meetings" and the exception to that rule by granting a six- month approval of non-attendance for this purpose.
Approved.

250. To agree date for the 2026 Annual Parish Meeting. A provisional date has been set for 21st May. Chairman/Clerk to liaise with TMH to secure large hall.

Finance

251. **Monthly Financial Report.** The monthly financial report for February 2026 was **approved**.

252. **Expenditure:** The following payments were **approved** (*Note italics show payments already made* and **Note** those payments paid as previously agreed as standing orders and direct debits)

a. Electronic Payments

- | | | | | |
|-----|----------------|-----------------------|-----------------|--------------|
| i. | V Nuthall | Wages – February 2026 | | £1033.20 |
| ii. | 360 Landscapes | Leaf clearance | inv no SI-10964 | £78 incl VAT |

b. Standing Orders (Monthly):

- | | | | | |
|----|-----------|-------------------|--|------------|
| i. | Wiseserve | <i>IT Support</i> | | £6 inc VAT |
|----|-----------|-------------------|--|------------|

c. Direct Debits (Monthly):

- | | | | | |
|------|-----------------------|--------------------------------|--------------------|-----------------------|
| i. | <i>O²</i> | <i>Phone Service</i> | <i>05928908</i> | <i>£22.44 inc VAT</i> |
| ii. | Microsoft | <i>One Drive Storage</i> | <i>82322662943</i> | <i>£1.99 inc VAT</i> |
| iii. | <i>HP Instant Ink</i> | <i>Ink Cartridges/Paper</i> | | <i>£13.98 inc VAT</i> |
| iv. | Lloyds | <i>Monthly service charges</i> | | <i>£4.67</i> |

d. Debit Card: none

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

TSSC	Monthly insurance repayment	£48.78
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254. **To Consider / Discuss / Approve Further Financial Matters**

- To consider the quotation received from the local Footpath Warden/Chiltern Society in respect of gate repairs. The chairman notified the council that the footpath warden on behalf of The Chiltern Society had requested a £70 contribution towards the cost of the gate repairs. **Approved.**
- To consider quotation received from Jane Olds – Internal Auditor in respect of the AGAR for 2025/26 financial year. A quotation for £270 in respect of carrying out the 2026 Internal Audit was **approved**.
- To consider moving from manual accounting to either Scribe Accounting or Quickbooks and associated projected monthly costs. It was agreed and **approved** to subscribe to Scribe Accounting on a digital platform for the sum of £25 per month plus VAT and move away from manual accounting which will streamline and consolidate many reports that are distributed manually as well as having the online facility to prepare the annual governance accountability return.
- To consider quotation received from Radir ramps to undertake site visit charge in respect of repairs to skate ramp. The clerk notified the council that in order for Radir ramps to undertake a survey there would be a site visit charge of £250 which if they are successful in being awarded the work would be reimbursed. **Approved.**
- Request from clerk for councillors to carry out quarterly Internal Control checklist. The clerk notified the council that another quarterly internal control check was due. Cllr Bhagat is happy to continue to carry out this task. **Agreed.**

Planning

For consideration:

Awaiting Decision:

P26/SO243/FUL – Erection of two storey side extension at **118 High Street, Tetsworth**

P25/S3543/FUL – Claridge Barn, Chiltern View, Tetsworth

P25/S4019/FUL – Proposed erection of a fitting studio for custom fitting golf clubs to players with associated lighting at **The Oxfordshire Golf Club**

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**

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).

Application reference: P24/S3144/O / Appeal reference: 6001448

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. (as amended by plans and information received 9 April 2025).

P25/S3728/FUL – Mellon Place, Attington Stud, Tetsworth, OX9 7BY Conversion of existing stables into a two- bedroom dwelling

Decisions made

To Note any Further Planning Considerations/Received after Agenda Publication

NDP Review.

255. NDP Review/Local Plan. John Gilbert notified the meeting that he had sent the consultation responses to Cheryl Soppett for her review and thoughts. Awaiting response.

Recreation Areas

256. PATCH.

- a. Annual play inspection report. The report noted that all items are deemed low risk. Councillors raised concern that some issues recently noted on their PATCH inspections and by members of the public had not been addressed by the play inspection. Clerk to write to supplier and query. Cllr Rufus mentioned that the bar on the top of the slide is rolling and it should be rigid. Councillors to inspect on next visit and report back. A brief discussion took place regarding replacement/bigger equipment items as a possibility when the Solar Farm monies are received.
- b. To discuss email received from parishioner regarding safety /access concerns. An email had been received noting concern over the access to the play area. A discussion took place to start a future project regarding the play access and fencing with a view to creating a footpath on the sloped area by The Swan PH with a gate.

Village Environment

257. The Great British Spring Clean. This was noted and the council will aim to discuss this at the APM with a future potential date for a community litterpick.

258. FP3 & FP21 gates. The chairman confirmed that he had been in dialogue with the Parish Footpath warden and the Countryside Access Officer regarding the gates at the top of Parkers Hill and Claridge Barn.

Highways, Byways & Transport

259. Notification of next Parish Transport Representatives Meeting – 10th March via teams. Cllr Thompson raised concern over the recent TTRO notification for the diversion through Judds Lane for Thames Water repairs due in April. Clerk to contact OCC Highways as a matter of urgency.

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

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

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

To Note any such items.

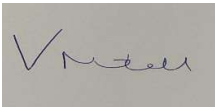
261. **Date of the Next Meeting.** The next meeting will be held on 13th April 2026 at 7.30pm.

To Close the Meeting. The meeting closed at 8.46pm.

Open Forum

A parishioner kindly requested that people refrain from picking the daffodils.

A parishioner suggested that the Annual Parish Meeting is used to drum up support for the litterpick. Another parishioner suggested distributing flyers for the event to spread the word and increase attendance.



Victoria Nuthall
Parish Clerk & RFO