SWALCLIFFE PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING
HELD ON 7TH SEPTEMBER 2026 AT 7.30PM
IN SWALCLIFFE VILLAGE HALL

Councillors Present
Nicola Borkmann (NB)
Victoria Taylor (VT)
Stephen Warrington (SW)

Christine Coles, Parish Clerk and two villagers

The meeting was chaired by Cllr Taylor in the absence of Cllr Gandy and Cllr Collett.

26/61. Apologies
Cllr Collett, Cllr Gandy and Cllr Lawton (personal)

26/62. Declarations of Interests
Cllr Taylor declared an interest in the planning application at SPE and had not taken part in any discussions.

26/63. To approve the minutes of the meeting of 22nd June 2026
The minutes of the last meeting were approved and signed.

26/64. Public Participation Session
A villager noted there would be a charity event at the play park this Sunday. It will be a tea party from 2.30-4.30pm. Invitations have been well received and tickets are selling. The committee would like to replace the play house. The old house is a domestic one and has done well over time. A new house which would be elevated would cost about £10K. Some children who are home schooled use the park. The park has a QR code for donations. The committee will apply to the village charity and Parish Council. A child's birthday party was held in the park in June and they gave a £50 donation.

Traffic and speeds were briefly discussed. The topic recently came up on the village whatsapp group. It will be on the next agenda for full discussion. There is new data from the Vehicle Activated Speed signs and Speedwatch is continuing. Surveys have been carried out by way of strips across the road. Councillors are looking at the wider picture and there is work going on in the background.

26/65. Update on progress from the previous Minutes – The Chair/Parish Clerk will report on progress of outstanding items which do not require further decision
There were no items to discuss.

26/66. Councillors reports
Cllr Borkmann would like to arrange another litter pick in October. She will liaise with 4th Corner to see when the grass is due to be cut in October.

Signed Dated 19th October 2026

Christmas arrangements will be put on the next agenda. To discuss a tree, lighting and a Christmas party for the children. A fund raising idea of decorating baubles at the Christmas market for the village tree was suggested.
Action: The Parish Clerk to ask if a party will be organized.

26/67. Village matters

- *To discuss highway signage for Green Lane.* Signage could be improved nearer to the Main Road and village hall.
  Action: The Parish Clerk to contact CDC.
- *To note the completion of the garage project.* Cllr Warrington reported that the project is complete and everyone has paid. The garages look lovely. Thanks was given to those who helped.

25/68. Financial Report

To note up to date bank balances

Current a/c	£15,467.13
Business a/c	£2,755.70
Betty Panks a/c	£397.31

To consider the price of a two bay oak replacement noticeboard
The price of a two bay oak noticeboard from Greenbarnes Ltd is £2659.29 & VAT. It was agreed to accept the quote.
Action: The Parish Clerk to place the order.

The following payments were approved under statutory powers:

- £25.00 to the Parish Clerk (SLCC membership)
- £283.50 to Moore East Midlands (external audit)
- £33.84 to M Collett (paint samples)
- £52.00 to ICO (Data Protection Fee)
- £2388.00 to RD Decorating (Banbury) Ltd (decoration of garages)
- £401.15 to 4th Corner (grass cutting in May)
- £401.15 to 4th Corner (grass cutting in June)
- £401.15 to 4th Corner Ltd (grass cutting July)

To note the salary award for the Parish Clerk agreed by the National Joint Council for Local Government Services (NJC)
The salary award is 3.3% and will be back dated to 1st April 2026.

26/69. Governance

To receive the external audit report and note the conclusion
The external audit is complete and has been signed off. The Council answered 'yes' to Assertion 4 of Section 1 of AGAR which relates to how the Notice of Public Rights was advertised within the financial year 2025/26. It relates to the notice announcing the right to review the 2024/25 return which was published during 2025/26. The notice was not correctly advertised so the answer should have been 'no'. Other matters included the external report last year which noted that the Notice of Public Rights was incorrectly provided as the period was set for 25 days. They expected a 'no' response to control objective M on the Annual Internal Audit report. Insufficient information was provided with the initial support data submitted for review.

Signed Dated 19th October 2026

The Parish Clerk noted she provided as much information as she could about different variances and different spend and income but more questions are always asked after the submission of that information.
Action: The Parish Clerk to put the External Audit report on the website and notice-board.

26/70. To receive an update on planning

Older

- *26/00345/F, Alterations to reduce height of existing outbuilding (retrospective) at Fairview Cottage, Main Road.* Refused by CDC.
- *26/01894/F, Use of building (Use Class E) permitted under 19/00171/F (as amended by 19/00835/F and 19/02263/NMA) for indoor racket sports (Use Class E) at Swalcliffe Park Equestrian Ltd, Grange Farm.* Supported by PC.

26/71. To note the following correspondence

- *Villager, Alarm systems at Swalcliffe Park School.* Noted.
- *CDC Designation – What this means for Parish Councils.* Noted.
- *CDC, LGR Government announcement.* Noted.
- *OCC, General review of speed limits on Oxfordshire's rural A and B class road network - Stakeholder consultation - Cherwell district.* A review is being carried out as part of the Council's Vision Zero road safety programme. The last review took place in 2011. Councillors discussed existing speed limits and the recommendations. Consideration is being given to improve safety including for pedal cyclists. The current speed between Tadmarton to Swalcliffe is 50mph. It was agreed to agree with the recommendation of 40mph. The existing speed limit from Swalcliffe to the county boundary is 50mph. It was agreed to ask if the limit could be reduced to 40mph to the Tyne Hill/Epwell turn and 50mph to the county boundary.
  Action: The Parish Clerk to reply to OCC.

26/72. To note next meeting date and time

Monday 19th October 2026 (Cllr Taylor gave her apologies)

There being no other business the meeting finished at 8.20pm.

Signed  Dated 19th October 2026