



**Minutes of the meeting of East Hanney Parish Council:  
on Wednesday 10<sup>th</sup> September 2025 at 7.30pm  
in the Olde Hanney Room, Hanney War Memorial Hall.**

**Councillors Present:** Cllr Aram (Chair), Cllr Kirk, Cllr Dennill, Cllr Green, Cllr Newsome, Cllr Bligdon,

**Councillors Absent:** Cllr G Dennill

**Also Present:** Jim Stagg

**Number of Press and members of the public which attended:**

5

1. **To receive apologies for absence**  
Cllr James Newsome
2. **To receive any Declarations of Interest from Councillors relating to items on the agenda.**  
Item 20 Cllr Dicken  
Item 20 Cllr Bligdon
3. **To facilitate public participation with regard to items on the agenda.** Anyone wishing to address the Council will be given three minutes to do so. The public participation period shall not exceed 30 minutes.  
Question whether toilets could be made available public use in the pavilion.  
The council had considered this and taken advice which highlighted increased running costs, potential for damage and misuse. It was decided that temporary toilets would be considered for summer use at this time.
4. **To receive updates from the District Councillor.**  
None received
5. **To receive updates from the County Councillor.**
  - The Oxford Congestion charge has been approved by Cabinet and set to begin in November 2025, it's is expected to be well signposted, ensuring hospital access isn't hindered.
  - Local Government reorganization in Oxfordshire is progressing, with proposals for a unitary authority & potentially devolving responsibilities to town & parish councils.
  - Ongoing works on temporary traffic lights near the roundabout at Lidl is being monitored, & efforts are being made to manage pedestrian crossing and flow of traffic with the safety for cyclist.
6. **To confirm the accuracy of the minutes of the last meeting of the Council.**  
The Parish Council resolved to sign the minutes of the meeting of August 2025 as a true record.  
Minutes for August 2025 – Signed by Cllr Aram
7. **Review Actions from August minutes. – Cllr Aram**
  - . Item 8- Cllr Green to email resident about the memorial bench.
  - . Item 11 – Cllr Kirk & RFO to meet and progress on accounts before next meeting – Clerk will add to October's agenda.

. Item 12 – Email Moore about AGAR 23-24 & 24-25

## Finance

### 8. HMRC – PAYE/NI Payments. - RFO

- i) RFO has HMRC assurance that a quarterly direct debit payment for PAYE and NI has been set up, first payment will be deducted on 22<sup>nd</sup> October and thereafter every quarter.
- ii) Wenn Townsend have confirmed that they will run a quarterly P32(PAYE and NI) report which will tie in with the HMRC direct debit. RFO will also notice from P32 reports that are NI has been refunded as the council qualifies for Employment Allowance.

There was an outstanding payment to HMRC relating to last financial year of a value £403.51, the RFO has now set up a direct debit to prevent this happening in the future and is scheduled to start on 22<sup>nd</sup> October 2025.

RFO will send out budget reports electronically before each meeting to improve visibility of current spend versus budget.

RFO to attend training course regards Finance & VAT at a cost of £110 – All councillors agreed. All agreed the cut off date for all invoices must be the Friday before each meeting.

### 9. To finance the sport pavilion. – Cllr Kirk

And discussion of other funding as required

- P15/V0898/O (15V67) - £19,843.78
- P15/V2175/FUL (16V38) - £13,107.07 (plus additional £20,933.79 if successful).
- P13/V2608/FUL (14V69) - £7,571.07

The Council discussed the funding of the proposed Sports Pavillion which is to be sited on the sports field and noted available funds and the allocated section 106 monies. It was RESOLVED to confirm the Council's commitment to provide the Sports Pavillion for Community Use (subject to planning consent) and to make provision for the funding of this community asset.

## Projects

### 10. Letcombe Brook Project – How they can help and how we can work together. Cllr Kirk

The Parish is hoping that the group can provide additional educational sessions along the brook where residents can join to learn more about the rare chalk stream that runs through Hanney -. One of only 200 in the world – **Action Cllr Kirk to go back to Letcombe Brook with suggestions.**

### 11. 420 Community Trees - Cllr Aram

Community Trees - we have been successful in our bid for 400 additional trees which will arrive In November - so help will be gladly welcomed. These trees are vital in providing natural habitat In the longer term and balancing the development we see in Hanney and nearby.

**Action – Cllr Aram to notify Hanney News of the date**

## Email.

### 12. Email concern regarding the dangerous driving of cars along the Causeway by Brookside in East Hanney – Cllr Aram

Driving Standards - with the 20mph zone we see many drivers travelling through our village in a respectful manner. Unfortunately, there are still one or two who don't respect others and drive too fast or indeed crash into private gardens. Please report issues to the Police as necessary.

- **Action Clerk to send an email to resident.**

## Environmental

### 13. Use of MUGA being used for dog training. – Cllr Green

MUGA Use - the Multi Use Games Area is an asset to the village and well used - recently we have seen some activities involving dogs on the MUGA which is preventing the use by others and the Parish hope will stop.

– **Action Clerk will order sign and put notices up in the notice boards.**

### 14. Wooden gate by the tennis court. – Cllr Green

Cllr Green will contact the old Chair and ask him about the gate & post in storage.

**Action Cllr Dickon**

### 15. Restricting overnight parking at village hall – Cllr Dennill

**Action to monitor – Cllr Dennill**

### 16. Suggestion by resident of portable toilets in the playground area through the summer school holidays. – Cllr Aram

The council agreed to budget for temporary toilet provision during July & August next year and will investigate the options available. **Action RFO to remind council of provision in 2026 budget**

### 17. Clearing of overgrown allotments under the act 1950 – Removing of old pallets etc. – Cllr

Holders of allotments are reminded that they must keep their allotment clear and tidy - as we have a waiting list for allotments, the council will request the return of the allotment if the allotment is not utilised and left in poor condition. **Action Cllr Dennill**

### 18. Need to apply for Temporary Road Closure for Remembrance Sunday – Clerk

Temporary Road Closure - the road from the British Legion to the Church will again be closed on the 9th November to allow for the Remembrance Sunday parade to occur. Please feel free to join the parade and pay respect to those who fell during past conflicts. **Action – Clerk will apply.**

### 19. To receive updates arising from the previous minutes and ongoing projects not otherwise on the agenda:

| Project           | Status (Black=Existing detail, Red = New Info)  | Next Step/s  |
|-------------------|---|--|
| Land Registration | Register for the land at the A338 – bus stop<br>Register for the triangle of land at Rosie Bee  | <b>ACTION: Cllr Green to discuss the funding with the RFO and also email Ron Batstone</b>  |
| Footpath          | Repair to footpath from the iron bridge to stile  |  |
| Pavillion         | a. Awaiting Planning Decision<br>b. Inform residents of change of ownership of the existing cricket pavilion, storage sheds and contents through notices on buildings<br>c. Insurance | Plans in approval process, awaiting decision. <b>ACTION: Cllr Aram to provide more information to residents.</b><br><b>ACTION: Cllr Aram to respond as a Consultee in favour of the plans which supports the Neighbourhood</b> |

|                                |  |   |
|--------------------------------|--|---|
|                                |  | <b>Plan and community feedback.</b><br>Cllr Aram attached the necessary notices to the building and agreed the movement of the assets to the council with David Johns<br>The council agreed to contact our insurers to obtain cost of insuring the buildings and equipment <b>ACTION: Clerk</b> |
| Rugby Post                     | 6m Quote required  | <b>ACTION: Cllr Kirk to obtain new quote</b>  |
| Footpath                       | Repair of footpaths funded through OCC grants  | Works will be carried out in October  |
| Litter/Dog Waste Bin           | By the Lower Mill in Halls Lane  | Waiting for OCC's survey and outcome. – <b>Clerk to send an email for an update from OCC</b>  |
| ROSPA Report                   | A number of repairs were noted by the report, none critical.   | <b>ACTION: Cllr Green &amp; Cllr Bligdon to review the report and bring proposal/costs to the next meeting.</b>   |
| Gym                            | a. To complete the removal of the fencing and water bowser<br>b. Complete the official opening ceremony  | <b>ACTION: Cllr Aram to contact Patsy Smiles regards an appropriate date</b>  |
| Tree Survey & Subsequent works | Report highlighted the Poplars by the allotment as requiring remedial actions.   | <b>ACTION: Cllr Green to obtain quotes for these and the trees on the village green</b>   |
| Bollards                       | Install art bollards to protect critical verges within the village. Previous quotes were obtained from the District Council Arts Officer, but no follow-up had been made.                          | <b>ACTION: Cllr Bligdon &amp; Cllr Green to review the proposal/funding and decide where the bollards could be located.</b>   |
| Hunters Playground             | It was noted in the ROSPA report that the Arris rail was too close to the footpath and being used as a balance beam – which makes it non-compliant. The lowest cost solution is to remove the rail | <b>ACTION: Cllr Green to obtain cost for removing the rail</b>  |
| Sovereign Depot                | Lease renewal  | <b>ACTION: Clerk to send email</b>  |

## 20. Finance Review

| Voucher No. | Supplier           | Code        | Date       | Cheque No  | Description              | VAT | Net     | VAT | Total   |
|-------------|--------------------|-------------|------------|------------|--------------------------|-----|---------|-----|---------|
| 90          | Paddock Care/Grass | Gang Mowing | 11/09/2025 | Inv No 229 | General Land Maintenance | X   | £ 80.00 | £ - | £ 80.00 |

|          |   |                                     |            |                   |                            |   |            |         |            |
|----------|---|-------------------------------------|------------|-------------------|----------------------------|---|------------|---------|------------|
|          | Cutting & Football Pitches                    |                                     |            |                   |                            |   |            |         |            |
| 91       | Paddock Care/Grass Cutting & Football Pitches | Gang Mowing                         | 11/09/2025 | Inv No 226        | General Land Maintenance   | X | £ 215.00   | £ -     | £ 215.00   |
| 92       | Scribe  | IT Support & Licences               | 11/09/2025 | INV-111723        | Subscription               | S | £ 56.00    | £ 11.20 | £ 67.20    |
| 93       | I&CL Green/Land Maintenance & SIDS            | General Land Maintenance            | 11/09/2025 | Inv dd 31.07.2025 | General Land Maintenance   | X | £ 244.00   | £ -     | £ 244.00   |
| 94       | Biffa/Bin Emptying                            | Bins and Graffiti                   | 21/09/2025 | E27604            | Bin Emptying               | S | £ 138.55   | £ 27.71 | £ 166.26   |
| 95       | Handy Guy                                     | General Land Maintenance            | 16/09/2025 | NVREF0327         | General Land Maintenance   | X | £ 140.00   | £ -     | £ 140.00   |
| 96       | Unity Trust Bank                              | Bank Charges                        | 31/08/2025 | PAID              | Fee                        | X | £ 8.40     | £ -     | £ 8.40     |
| 97       | Handy Guy                                     | Office Costs                        | 16/09/2025 | NREF0329          | General Land Maintenance   | X | £ 160.00   | £ -     | £ 160.00   |
| 98       | Handy Guy                                     | Office Costs                        | 16/09/2025 | NREF0328          | General Land Maintenance   | X | £ 80.00    | £ -     | £ 80.00    |
| 99       | 02  | Mobile Phone                        | 26/08/2025 | PAID              | Clerk Mobile Phone         | X | £ 10.48    | £ -     | £ 10.48    |
| 100, 101 | Staff salary bill                             | Payroll                             | 29/08/2025 | PAID              | Salary bill                | X | £ 1,219.43 | £ -     | £ 1,219.43 |
| 102      | Hanney War Memorial Hall                      | Meeting Costs                       | 16/09/2025 | HWMH-2023-495     | Meeting Costs              | X | £ 24.00    | £ -     | £ 24.00    |
| 103      | Shield Maintenance/Bin Emptying               | Bins and Graffiti                   | 16/09/2025 | 9274              | Bin Emptying               | S | £ 281.66   | £ 56.33 | £ 337.99   |
| 104      | Handy Guy                                     | General Land Maintenance            | 16/09/2025 | NVREF0333         | General Land Maintenance   | X | £ 360.00   | £ -     | £ 360.00   |
| 105      | Wenn Townsend                                 | Payroll Administration              | 15/09/2025 | 70405             | Payroll processing charges | S | £ 160.00   | £ 32.00 | £ 192.00   |
| 106      | Scribe  | IT Support & Licences               | 15/09/2025 | INV-12171         | Subscription               | S | £ 56.00    | £ 11.20 | £ 67.20    |
| 107      | I&CL Green/Land Maintenance & SIDS            | General Land Maintenance            | 16/09/2025 | D 81              | General Land Maintenance   | X | £ 309.75   | £ -     | £ 309.75   |
| 108      | Jayne Dennill                                 | Office Costs                        | 15/09/2025 | Exp 04.09.2025 JD | Expenses                   | X | £ 20.43    | £ -     | £ 20.43    |
| 109      | Nest/Staff Pension                            | Employers NEST Pension Contribution | 04/09/2025 | PAID              | NEST Pension Contribution  | X | £ 36.35    | £ -     | £ 36.35    |
| 110      | Paddock Care/Grass Cutting & Football Pitches | Gang Mowing                         | 07/09/2025 | Inv No 232        | General Land Maintenance   | X | £ 215.00   | £ -     | £ 215.00   |
| 111      | Miss C Hodgson                                | Kings Lease Owner B                 | 21/08/2025 | Inv 14            | Kings Lease Owner B        | X | £ 287.50   | £ -     | £ 287.50   |

|              |              |                     |            |        |                     |   |                       |                     |                       |
|--------------|--------------|---------------------|------------|--------|---------------------|---|-----------------------|---------------------|-----------------------|
| 112          | A Westendarp | Kings Lease Owner A | 21/08/2025 | Inv 14 | Kings Lease Owner A | X | £<br>575.00           | £<br>-              | £<br>575.00           |
| <b>Total</b> |              |                     |            |        |                     |   | <b>£<br/>3,735.05</b> | <b>£<br/>138.44</b> | <b>£<br/>3,873.49</b> |

## 21. Planning Application Review and Action as required.

P24/V1931/FUL - Sovereign Housing Association Limited

Full planning application for the demolition of existing buildings and structures, and erection of

10 new residential dwellings, car parking, landscaping, drainage and associated infrastructure works.

**Action Clerk to respond on the following 3 concerns:**

- . CIL payments requirement.
- . Reduced public open space due to enlarged attenuation swell.
- . Accessibility issues with proposed kissing gate for pushchairs & wheelchairs.

P24/V2313/FUL - The Paddocks - adjoining Godfrey Close – approved

**Action Clerk to send an email South & Vale about one of the properties appears to be occupied at Godfrey Close. (P15/V1379/FUL) which according to conditions should not be the case**

22. To note the date of the next normal meeting – Wednesday October 8<sup>th</sup> 2025 at 7:30pm  
All proposals for the next agenda to be submitted to the Clerk by 2<sup>nd</sup> October 2025

Signed by:

Date: