

**MINUTES OF THE MEETING OF CLIFTON HAMPTON AND BURCOT PARISH COUNCIL
HELD ON MONDAY 19th JANUARY 2026**

1/097 Present

Councillors: Vice-Chair: Kate Lowe (KL), Alex Seal (AS), Svea Cheesman (SC), Paul Sanders (PS), Franck Doreau (FD).

Clerk: Charlotte Ray - Absent

Oxford County Council: Cllr Robin Jones – Present

South Oxfordshire District Council: Cllr Sam Casey Rerhaye – Present

Members of the public present – 3

1/098 Apologies for absence:

Chair: Dougie Anscombe-Stephen.

1/099 Declaration of any relevant interests

There were no Declarations of Interest declared on any items on the Agenda.

1/100 Public questions, comments or representations.

There was a request from parishioner for better communications from the Parish Council and the request for a newsletter was to be resurrected. A parishioner went on to say that problems persist with information on the new website.

The PC confirmed that they would look into the issues which were raised.

A request was received from a resident for the hedge from Clifton Hampden Bridge to the Barley Mow Public House to be cut back. The PC advised that they would look into the ownership of the hedge and report back to the full council.

1/101 SODC and OCC Reports to the Parish Council

Cllr Robin Jones, OCC representative, reported that he had attended seven County Council meetings and at the last meeting, the Green Party tabled a motion regarding the lack of an emergency discharge pipe on the Reservoir, prior to consent of the development, which was passed at both Oxfordshire County Council and South Oxfordshire District Council. Cllr Jones said that the Reservoir is 10 times the volume and 4.5 times the surface area of the Farmoor Reservoir. Central Government in Westminster feels that the project is both feasible and necessary.

Cllr Jones also reported that the Cowley Branch Line project is to be re-established, and details can be found on OxRail.

Councillor Sanders raised concerns around his meeting with HIF1 representatives not being aware of the solar farm construction. Cllr Sanders went on to say that there is a need for the project co-ordinators to be speaking with each other and have awareness of each other's responsibilities. Cllr Jones agreed that he would investigate whether there is a need for some liaison. If the projects are simultaneous, there is a need to consider proper and full mitigation to allow for traffic issues etc.

Cllr Casey-Rerhaye, South Oxfordshire District Council representative reported that the joint local plan for SODC and the Vale of White Horse is likely to be ratified by the Council and

adopted. Cllr Casey-Rerhaye went on to say that the amount of development in the new local plan is no bigger than those in the old plan, i.e., 22,00 new houses for SODC.

Cllr Casey-Rerhaye advised that the SODC laptops which are out of commission have been given to charity.

1/102 Minutes

The minutes from the Ordinary meeting held on the 17th November 2025 and 15th December 2025 were agreed by all Cllrs present at the meeting and signed by the Vice-Chair, Cllr Lowe.

1/103 To receive a Report from the Recreation Ground Committee, discuss the Scouts and the various contracts with end users.

The Recreation Ground Committee report was presented by Councillor Cheeseman.

The Recreation Ground Committee agreed the following actions at their recent meeting:

- Dogs – there are no legal grounds for objection to dogs on the recreation ground. It was proposed that a new sign for the recreation ground be installed. There was a further proposal for a regular litter bin and a dog bin to be purchased and installed by the PC. It was agreed that this item be added to the Agenda of the February CHPC meeting in order that a vote could be taken.
- Those present at the meeting agreed that the proposed footpath between Oxford Road and the recreation ground would be agreed when the house purchase near to the proposed footpath is finalised.
- The meeting also suggested and agreed that a wildflower garden in honour of Rita Kelly was to be established for the recreation ground.

1/104 To discuss a working group taking forward the project of a new cricket building.

- Councillor Lowe reported that she had met with Morley Benson, the Chair of the Cricket Club and he advised that there is currently no water in the Cricket Club.
- Cllr Lowe went on to say that she had met with a plumber to re-connect the water so that it is back up and running, however, this involves digging up a stopcock and replacing it.
- There was a lot of discussion and enthusiasm regarding the construction of a new cricket building.
- Cllr Lowe mentioned that the Cricket Club pay for electricity in the summer but then split the invoice with the Social Club in the winter.
- Cllrs asked whether Wi-Fi was being paid for by the Social Club and Cllr Lowe confirmed that this has now been switched off.
- Cllr Lowe advised that the Cricket Club pay for both water and maintenance. And the Parish Council pay for the upkeep of the mowing equipment. The Parish Council also provides some small upkeep money for the building.

It was RESOLVED that the following actions be taken:

- Next steps. All agreements need to be on a sound legal footing being agreed by CHPC at a PC meeting and agreed with the Cricket Club. It was agreed to investigate the state of insurance of the building and then split the invoice between the PC and the Cricket Club.

- Councillors Anscombe-Stephen and Lowe have agreed to investigate the legality of the current ownership model.
- Councillor Lowe also proposed the development of a working group. All Cllrs present voted in favour of forming a Working Group.

1/105 To receive a Report regarding Traffic & Allotments.

Councillor Lowe confirmed that she had discussions with Long Wittenham PC about the potential for a toll on the Bridge to be introduced to discourage HGVs. Following a discussion, Clifton Hampden PC advised that they would like to extend the one-way system past the pub/post office.

It was RESOLVED that CHPC would investigate the map area and who owns the land for the nearby hedge maintenance.

1/106 To discuss points on the Environment in and around Clifton Hampden and Burcot.

No Report had been received in respect of the environment.

1/107 To approve the adoption of the following policies: Data Retention Policy, GDPR Privacy Notice, Subject Access Request Policy and Data Protection Policy.

All Cllrs present RESOLVED to vote in favour of the above policies except the Data Retention Policy. Cllrs agreed that they would seek further clarification from the Clerk in respect of this policy.

1/108 To discuss the Defibrillators in the Village and any training available for a volunteer to potentially maintain on behalf of the community.

Cllr Cheeseman reported that there were three defibrillators in Clifton Hampden and Burcot and they are all maintained by various Village organisations. The Primary School maintains one, the Surgery maintains their defibrillator on site and the Close maintains their defibrillator.

Cllrs RESOLVED to investigate the potential for offering training on how to use the defibrillators in an emergency at the annual Parish Assembly.

1/109 Planning:

To consider the following planning permissions:

[P25/S4026/HH](#) – For development work at the following location: Beech Cottage, Burcot, OX14 3DJ.

The application is for: Erection of detached one and a half storey garage

Following a discussion, all Cllrs RESOLVED that they had no objection to the proposals.

1/110 Community Speed Watch Update.

Councillor Seal confirmed that he is in contact with Thames Valley Police and liaison with them is being pursued.

1/111 HIF-1 - To discuss and agree one dedicated Cllr/Volunteer or a committee to take part in discussions and report back to full council and to report back on the post HIF1 Joint Working Group with Long Wittenham.

It was RESOLVED that the vote in favour of the creation of a working group had passed.

Cllr Sanders reported that he had attended a meeting with the site agent and PR lead in respect of HIF1 and he had asked them what can the HIF1 project do for Clifton Hampden and Burcot villages? Representatives from the company agreed that they are happy to assist on certain smaller projects without charging, such as pruning and tree maintenance. Cllr Sanders mentioned that the Christmas Episode of DIY-SOS included part of the project. Representatives from the HIF1 project also agreed to attend the April Parish Assembly meeting. The site agent and PR lead had also promised that the drainage would be better on the road after the project. They also agreed that they were happy to do some work on the school.

1/112 Discuss the report of the district council's Independent Remuneration Panel on the payment of allowances for parish and town councils.

All Cllrs present RESOLVED that they were not in favour of any remuneration they may be entitled to, given that CHPC had requested a very small precept.

1/113 Finance

a) Payments below were approved and it was RESOLVED to pay:

Oliver Bowden Invoices for November	£68.50 amended to £96.00
Clerk Salary for January including WFH allowance	£685.67
HMRC Employers NI due	£133.92
Simplicity Payroll - December Payroll	£26.40
Gill Peacock, Locum Clerk for administration of the Parish Council	£700.00
Gill Peacock, Locum Clerk Expenses	£60.00 amended to £29.50
Acorns Landscape & Gardening – Cut back overgrown grassed area at edge of Cricket pitch	£350.00

1/114 To pass a resolution in accordance with the Public Bodies (Admission to Meeting) Act 1960, Part 1, Section 1 (2) to exclude the public and press for discussion regarding a staffing matter, where publicity might be prejudicial to the special nature of the business.

CHPC RESOLVED to exclude members of the public and press in order to address a confidential matter regarding a staffing matter.

1/115 Date of next Meeting.

The PC agreed future meetings will be the third Monday of every month. With the next meeting taking place on Monday 16th February at 7:30pm.

The meeting closed at: 20:59