



MINUTES OF THE ANNUAL & ORDINARY MEETING OF CLIFTON HAMPTON PARISH COUNCIL

HELD ON MONDAY, 18TH MAY 2026 AT 7:30PM IN THE CLIFTON HAMPDEN VILLAGE HALL

In accordance with the Local Government Act 1972 & Section 106 of the Finance Act 1992 Members are reminded that it is their responsibility to declare any interest in items that are to be discussed at the meeting.

Photographing, reporting, recording, filming, or transmitting the proceedings of a meeting may occur and therefore all persons participating in the meeting should be aware that such recording, reporting, or filming may take place. Members of the public attending the meeting (but are not participating in the meeting) who do not wish to be filmed or photographed in the meeting must state this at the start of the meeting. If members of the public do not wish to be filmed or recorded, they must sit in a designated area away from the recording equipment.

Clifton Hampden PC Cllrs Present:

Councillors: Chair: Kate Lowe (KL), Vice-Chair: Franck Doreau (FD), Svea Cheeseman (SC), Alex Seal (AS), Paul Sanders (PS), and Cllr Jo McManus (JM).

Cllr Sanders gave an updated report regarding the Culham Science Centre and Chint Energy and apologised for the absences of representatives from the Culham Science Centre and Chint Energy with regards to their planned presentations this evening.

The Chint Energy presentation would have provided details in respect of their proposed solar farm. Cllr Sanders said that given the concerns around noise of the solar farm, he had discussed this at length with Chint who had assured him that there would be little to no sound associated with their project.

Cllr Sanders went on to say that Chint Energy had purchased the project from Ethical Power who remained involved but detached from the main venture.

Cllrs Sanders confirmed that the community benefit accruing from the project will be honoured by Chint Energy at a minimum of £250 per mw, which would give the Council £12,500 additional funds per year during the operation of solar farm. However, Clifton Hampden PC was pushing for a higher £per mw as the government guidelines are £1000 per mw but there is no legal obligation for Chint Energy to agree to this, although they have committed to prioritise local suppliers. The estimated time for construction to begin is September 2026 with completion planned for June 2027.

Cllr Sanders confirmed that Chint and HIF1 are in dialogue to ensure compatibility between the two projects. Chint have also committed to helping the local community with community projects and they are planning on joining the next Clifton Hampden PC meeting on July 20th.

It is also proposed that representatives from Culham Science Centre will attend the next meeting on July 20th.

MINUTES

1/155 To Elect a Chair for 2026/27 and to receive their Declaration of Acceptance of Office.

Cllr Lowe informed the meeting that Clifton Hampden Parish Council had received the resignation of the former Chair, Dougie Anscombe-Stephen, who was moving away from the area.

Cllr Cheeseman proposed Cllr Lowe as the new Chair of Clifton Hampden PC. It was unanimously **RESOLVED** that Cllr Lowe be elected as the Chair of Clifton Hampden Parish Council. Cllr Lowe duly signed her Declaration of Acceptance of Office.

2/156 To receive apologies for absence.

There were no apologies for absence.

3/157 To Elect a Vice-Chair for 2026/27 and to receive their Declaration of Acceptance of Office.

Cllr Lowe asked the assembled Cllrs whether there were any nominations for Vice-Chair and as no one put themselves forward, Cllr Doreau said that he would be agreeable to becoming Vice-Chair. It was unanimously **RESOLVED** that Cllr Doreau be elected as the new Vice-Chair of Clifton Hampden Parish Council and Cllr Doreau duly signed her Declaration of Acceptance of Office.

4/158 To receive any declarations of pecuniary interest and/or requests for dispensations from Members regarding any item on this agenda.

There were no Declarations of Interest.

5/159 To approve the Co-Option of Mrs Jo McManus and to receive her Report on the Addressing the Biodiversity Crisis course she attended.

Cllr Lowe stated that Mrs Jo McManus had agreed to be co-opted on to Clifton Hampden PC as a new Cllr and it was unanimously **RESOLVED** by all the existing Cllrs that Mrs McManus join the Council. Cllr McManus signed her Declaration of Acceptance of Office and agreed to complete her Register of Pecuniary Interests and send them to the Locum Clerk.

Cllr McManus gave a report regarding the biodiversity crisis, which included practical measures to enhance biodiversity in the Parishes of Clifton Hampden and Burcot. Cllr McManus said that The Environment Act 2021 places a duty on all local authorities, including parish councils to consider what action the authority can take for the conservation and enhancement of biodiversity.

The OCC Nature Recovery Strategy (published in 2025) provides suggestions on what can be done locally to enhance the local biodiversity, and one measure could be to create and enhance measures which would complement the existing Parish usage at the Wharf.

Cllr McManus went on to say that there are many local groups operating in the local area including the Ock Catchment Partnership which have a range of objectives including Community engagement which she felt is an area of exploration worth pursuing.

Cllr McManus said that the next steps would include the development of a Biodiversity Action Plan which could be brief and pragmatic, but it would involve consultation with the local community. Some suggestions include verges events (bat detecting), using local and national conversation groups and to review HIF1 plans.

Cllr Seal mentioned that there was a very active Wildlife Group already in operation in the Parishes and Cllr McManus agreed that she would like to contact the Group.

6/160 Public Participation. Members of the public may raise questions about and comment on items on the agenda. This session is limited to 15 minutes (3 minutes per person).

A parishioner raised concerns about the Annual Parish Assembly not giving time or space to have further discussion around issues that are important to the Parishes of Clifton Hampden and Burcot. They went on to say that they felt the two major presentations were unsatisfactory, including the representative from Graham on the HIF1 project.

The Parishioner said that the graphics regarding the balance sheet were too corporate and were unable to be digested by the Parishioners present.

The parishioner also raised concerns about the money being spent on the Clerk and the lack of their attendance preventing guidance being given to the Parish Council.

The parishioner said that the Parish Council spent £6000 on enhancing the Wharf, which she felt did not represent good value for money.

Complaints were received generally in respect of the sub-committees and committees getting in the way of the real work of the Council and the general feeling was that the Parish Council did not deliberate enough on the issues discussed.

A Parishioner complained that Burcot, which provides 50% of precept has an ongoing issue with speeding and noise pollution and that any good work by the previous Parish Council may have been lost.

7/161 Parish Council appointments – to consider Councillor representation for outside organisations e.g. Village Hall Management Committee

Cllr Sanders agreed to continue as the liaison and representative for outside organisations.

8/162 To receive and note Reports from SODC and OCC.

As neither OCC Cllr Robin Jones, nor SODC Cllr Sam Casey-Rerhaye were present, Cllr Sanders reported that he had written to Cllr Jones regarding speed limits in and around Clifton Hampden and Burcot. Cllr Jones had responded and had said that the Parish Council could consider a study regarding the effectiveness of the existing speed limits by the Speed Watch Group, and this would help to provide evidence that the current speed limits needed to be lowered.

Cllr Sanders also reported that OCC Cllr Jones is also in liaison with OCC Officers regarding the repairs to the Clifton Hampden Bridge.

9/163 To approve the minutes of the CHPC Ordinary Meeting held on 16th March 2026.

Clifton Hampden PC Cllrs agreed and **RESOLVED** that the minutes of the Parish Council meeting held on 16th March 2026 be approved as a correct record.

10/164 To receive a Report from the Recreation Ground Committee.

- Cllr Cheeseman reported that a £280 grant had been received from SODC and a local builder had constructed a new bench in the Recreation Ground with the funds.
- Cllr Cheeseman reported that there was an issue with the fruit trees on the Recreation Ground, which need taking care of and Graham had agreed to help with this.
- Cllr Cheeseman reported that a new path linking Oxford Road to the Recreation Ground is still a possibility, and she was in conversations with the Gibbs Estate regarding whether legal ownership of the land can be transferred to the Parish Council in perpetuity which would come at a cost of approx. £5,000.
- The current signage in the route of the path has been agreed to be moved by OCC.
- Cllr McManus said that she had started planting a wildflower area in the Recreation Ground. She went on to say that the committee had applied for a grant for some of the play equipment and this has progressed to the next stage, which she felt was promising.
- Cllr Cheeseman confirmed that the Gibbs Estate had approved the development of the playground.

11/165 To receive a Report regarding Traffic & Community Speed Watch – update.

Cllr Seal confirmed that he had no progress to report at this stage.

12/166 Planning:

- **Application Number: P26/S1095/6ABE**
- Proposal: Building for the secure storage of machinery, tools, and woodland management materials, reasonably necessary for the purposes of forestry.
- Location: Heath Wood Clifton Hampden Abingdon OX14 3DF
- URL: <https://southoxfordshire.planning-register.co.uk/Planning/Display?applicationNumber=P26/S1095/6ABE>

Following a discussion regarding the above planning application, Clifton Hampden PC Cllrs agreed that they would not make any representation.

- **Application Number: P25/S3614/FUL**
- Proposal: Installation of an underground high voltage cable to support permitted solar development (Local Planning Authority Ref: P23/S4132/FUL). (As amplified by information received 10 February 2026. As amended by information received 18 March 2026.
- Location: Land between Burcot Farm, Burcot,, Abingdon, Oxfordshire OX14 3GW and, Cowley Substation Blackberry Lane, Oxford OX44 9BE

- URL: <https://southoxfordshire.planning-register.co.uk/Planning/Display?applicationNumber=P25/S3614/FUL>

Following a discussion regarding the above planning application, Clifton Hampden PC Cllrs agreed that they would not make any representation.

13/167 **HIF-1 – Update**

Cllr Sanders confirmed that he had no progress to report at this stage.

14/168 **To consider any further training from NALC, OALC or SLCC**

Cllr Jo McManus confirmed that she would be attending the appropriate Cllr training.

15/169 **To receive a Finance Report**

- Bank Statements – to acknowledge scrutiny and acceptance of previously circulated bank statements
- Bank Reconciliation – to consider and approve the Bank Reconciliation for the year 2025/26
- Asset List – to confirm the assets list for 2026/27 and set an appropriate minimum value of assets on the asset register

Cllr Sanders provided an update and acknowledged scrutiny of the Bank Statement for May, and the Bank Reconciliation for the fiscal year 2025/26. Cllr Lowe proposed that Clifton Hampden PC would conduct a full audit of the Asset List to ensure that there was a more accurate representation of Clifton Hampden PC's assets.

- Grant Request - To discuss a request from Clifton Hampden Village Hall Management Committee for 50% of the costs of a new patio.

Cllr Sanders provided a report on the request from the Village Hall Management Committee for 50% of the costs towards a new patio at the Village Hall. Cllr Sanders confirmed that he would be attending a meeting with the HIF1 contractors on 20th May and part of the discussion would be to request if they would be able to assist in any way.

To authorise the following invoices for payment:

Clifton Hampden Village Hall – use of the VH from November - April	£210.00
Oliver Bowden Invoices for March	£76.00
Clerk Salary for March	£676.42
HMRC Employers NI due	£31.55
Simplicity Payroll - March Payroll	£26.40 + £54.00 for End of year work
Information Commissioner's Office Renewal – Data Protection fee	£52.00
Gill Peacock, Locum Clerk for administration of the Parish Council plus Expenses	£920.00

	Expenses - £3.40 + £2.99 + £28.07, £12.99 + £34.40 (Postage, Card & Printer Cartridge X 2 , Paper) = £81.85
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Clifton Hampden Parish Council Cllrs unanimously **RESOLVED** to approve the above payments, as listed.

16/170 **To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, Part 1, Section 1 (2) to exclude the public and press for discussion, where publicity might be prejudicial to the special nature of the business.**

Cllr Lowe proposed passing a resolution to exclude the public and press due to Clifton Hampden PC Cllrs wishing to discuss a staffing related matter in private session. Cllrs unanimously **RESOLVED** to approve this motion.

Date of Next Meetings:

- 20th July 2026 – Ordinary Parish Council Meeting

Signed:

Dated:

DRAFT