



MINSTER LOVELL PARISH COUNCIL

www.minsterlovell-pc.gov.uk

Parish Clerk: Vanessa Oliveri

27, Park Road, Chipping Norton, Oxon. OX7 5PA

Email: clerk@minsterlovell-pc.gov.uk

Tel: 07712 705865

14th April 2026

To: All Members of Minster Lovell Parish Council

You are hereby summoned to a meeting of the Parish Council on **Monday 20th April 2026 at 8.00pm** at St Kenelm's Hall, Brize Norton Road, Minster Lovell, for the transaction of the business stated below.

The Public and Press are invited to attend.

The Agenda is as follows:

1. Welcome/Members present and apologies for absence
2. Declaration of interest in agenda items
3. Parishioner's public participation (for questions and comments on agenda items)
4. To receive and approve the minutes of the Parish Council Meeting dated 16th March 2026
5. To receive a progress report on actions and review the action log.
6. Co-option – To consider the Co-option of two Parish Councillors.
7. To receive an update from County Councillor Nick Field-Johnson.
8. To receive an update from District Councillor Liam Walker.
9. To receive an update from District Councillor Paul Marsh.
10. To review planning applications, decisions, and appeals*
Planning applications
 - 10.1 Ref: 26/00677/FUL Land Northeast of 5, Upper Crescent, Minster Lovell
Erection of single storey dwelling and associated works.
 - 10.2 Ref: 26/00615/HHD 16, Upper Crescent, Minster Lovell
Erection of single storey front, side and rear extensions.
 - 10.3 Gladman Developments Ltd – To receive an update from Gladman Developments Ltd regarding proposed residential development on Land north of Burford Road in Curbridge Parish.
11. B4047 30 mph Vehicle Activated Speed Signs – To receive an update from OCC.
12. Neighbourhood Plan
 - 12.1 To receive a progress report on the Neighbourhood Plan.
 - 12.2 To receive and approve three letters and agreed to send to land owners.
 - 12.3 Councillors to define and agree the green buffer space required to protect the Village.
 - 12.4 To receive and approve the draft version March 2026 of the Minster Lovell Neighbourhood Development Plan – 2026 to 2043.
13. Litter Pick – To confirm arrangements for the Village litter pick arranged for Saturday 9th May 2026, 9am – 11am. Meeting point at the Methodist Church.
14. Allotments
 - 14.1 To receive the monthly Allotments up-date report.
15. Ripley Avenue:
 - 15.1 To receive a monthly health and safety report.
 - 15.2 To receive an up-date on repairs to the damaged playpark and action taken.



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- 15.3 To receive an update on the Fun Day to be held at Ripley Avenue Play Area in the school summer holiday.
16. Village Maintenance – To discuss any maintenance required in the Village.
17. Art Project – Cllr Sednaoui to provide an update on the Art Project.
To receive an update on Mr. Kew's design on the Art Project.
18. War Memorial – To receive an update on the War Memorial grant application.
19. Emergency Plan – To agree to update the Emergency Plan with contact details of residents in the Parish who would require assistance in an Emergency.
20. Correspondence Received
20.1 Email received – The leaders of the Beavers would like to get the Beavers out on a litter pick around Minster Lovell and wondered if the Parish Council had any litter grabbers that they could borrow? They are looking to possibly do the litter pick in Ripley Avenue play area on 5th May 2026.
21. Finance
21.1 To receive updates on the monthly bank reconciliation for 31st March 2026 and note balances on bank account:
Balance on savings account as at 31st March 2026 £ 4,671.26
Balance on current account as at 31st March 2026 £33,838.76
21.2 To receive an update and approve on the appointed contractor for 2026/27.
21.3 To note receipt of the precept payment of £40,000.00 from WODC on 9th April 2026.
21.4 To consider and approve the April payments due:

Spending powers	Payee	Invoice No	Details	Payment method	Net amount £	Total amount £
115	R. Hubber	PC01	Churchyard at St Kenelm's grass cutting contract	Online	300.00	300.00
106	V Oliveri	N/A	Clerk salary April 2026	Online	private	private
102	TP Jones	TPJ/P2214	Payroll preparation Jan – March 2026	Online	52.83	63.40
134	Minster Lovell Flower & Produce	N/A	Section 137 payment	Online	250.00	250.00
134	Coffee & Chat	N/A	Section 137 payment	Online	500.00	500.00
134	Trustees of Wash Meadow	N/A	Section 137 payment	Online	1250.00	1250.00
134	Community Counts	N/A	Section 137 payment	Online	900.00	900.00
134	Minster Lovell Playing Field Trust	N/A	Section 137 payment	Online	500.00	500.00
134	Minster Lovell Museum	N/A	Section 137 payment	Online	250.00	250.00
134	Paul Woodley – Fishing Bailiff	N/A	Grant awarded	Online	75.00	75.00
110	Mr Warner	N/A	Plants for the War Memorial	Online	50.00	50.00

*Listed planning applications and financial entries are those received by the Clerk in advance of drafting the meeting agenda. The Council will review all applications received and financial transactions up to the date of the meeting.

Signature Clerk: *V. Oliveri*

Public Speaking Policy. Minster Lovell Parish Council recognise that communication with parishioners is valuable when making informed decisions and a Parishioner's Public Participation section is made available at the beginning of Council meetings for this purpose.



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- Public speaking will be allowed on any agenda item by parishioners of Minster Lovell, at the Parishioner's Public Participation section only. Thereafter public speaking is not permitted.
- After introducing themselves, Parishioners are permitted to speak for 3 minutes on Planning Applications and decisions and a further 3 minutes on other agenda items. The time must be strictly adhered to and speakers are encouraged to practice their presentation in order to use the time constructively.
- Speakers should clearly outline their views concerning the agenda item and representations should be confined to spoken comments.
- Councillors, through the Chairman, can seek clarification only of points made by the speakers.
- Comments of a personal, slanderous, defamatory or otherwise offensive or abusive nature will not be tolerated
- continue to speak.