



## MINSTER LOVELL PARISH COUNCIL

[www.minsterlovell-pc.gov.uk](http://www.minsterlovell-pc.gov.uk)

**Parish Clerk: Vanessa Oliveri**

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

Email: [clerk@minsterlovell-pc.gov.uk](mailto:clerk@minsterlovell-pc.gov.uk)

Tel: 07712 705865

10<sup>th</sup> March 2026

### To: All Members of Minster Lovell Parish Council

You are hereby summoned to a meeting of the Parish Council on **Monday 16<sup>th</sup> March 2026 at 7.00pm** 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 16<sup>th</sup> February 2026
5. To receive a progress report on actions and review the action log.
6. To receive an update from County Councillor Nick Field-Johnson.
7. To receive an update from District Councillor Liam Walker.
8. To receive an update from District Councillor Paul Marsh.
9. To review planning applications, decisions, and appeals\*  
Planning applications
  - 9.1 26/00408/S73 Dellfield, 90 Brize Norton Road, Minster Lovell  
Variation of condition 2 of planning permission 25/01777/HHD to allow external chimney to side elevation, changes to depth of link (increase of 4SQM) with provision of side access door and additional roof light together with the addition of rear roof light to bedroom above garage.
  - 9.2 25/02907/FUL 116, Brize Norton Road, Minster Lovell  
Erection of a two storey extension to create additional living space, with provision of a commercial hair salon along with construction of a detached carport.
  - 9.3 25/02876/RES Land South of Burford Road, Minster Lovell  
Approval of reserved matters (appearance, landscaping, layout and scale) for the erection of 127 residential dwellings with associated landscaping, highways, drainage, public open space and ancillary infrastructure; discharge of conditions 5, 7 and 8; and discharge of planning obligation 2.1 of the Second Schedule of the Section 106 legal agreement dated 6<sup>th</sup> March 2024, all pursuant to outline planning permission reference 22/03240/OUT.
  - 9.4 Meeting with Senior WODC Planning Officers and Elected Members – To receive and approve minutes of a meeting held on Wednesday 25<sup>th</sup> February 2026 with Senior Planners, WODC regarding WODC's Spatial Area Consultation.
  - 9.5 Chair and Clerk's Meeting with Neighbouring Parishes – To receive and approve minutes of a meeting held on Tuesday 10<sup>th</sup> March 2026 with Chairs and Clerk's to discuss WODC's Spatial Area Consultation.
  - 9.6 West Oxfordshire Lowlands Movement and Place (MAP) Plan – Cllr. Sednoui and the Clerk to report to the Parish Council on the Teams briefing held on Thursday 6<sup>th</sup> March 2026.
  - 9.7 Proposed residential development on Land north of Burford Road, Witney – To consider a letter received from Gladman Developments Ltd.
  - 9.8 Decisions on recent planning applications:



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10. B4047 30 mph Vehicle Activated Speed Signs – To receive an update from OCC.
11. Neighbourhood Plan
  - 11.1 To receive a progress report on the Neighbourhood Plan.
12. Allotments
  - 12.1 To receive the monthly Allotments up-date report.
13. Ripley Avenue:
  - 13.1 To receive a monthly health and safety report.
  - 13.2 To receive an up-date on repairs to the damaged playpark and action taken.
  - 13.3 To receive an up-date from Cllr. Eaglestone on the options to fill in the goal mouths at Ripley Avenue Play Area.
  - 13.4 To discuss having a Fun Day held at Ripley Avenue Play Area in the school summer holiday.
14. Village Maintenance
  - 14.1 To receive an update on laurels on corner of bridge in Old Minster Lovell.
15. Village News – To approve draft of Village News.
16. Web Accessibility Policy – To receive and approve a Web Accessibility Policy – Compliance needed for the AGAR form – Assertion 10.
17. Art Project – Cllr Sednaoui to provide an update on the Art Project.
18. Re-organisation of Council's – To receive and approve consultation response on re-organisation of Council's. Dead-line to receive comments 17.3.2026.
19. Correspondence Received
  - 19.1 Could the Parish Council list the Minster Lovell Flower & Produce Show on the list of Village services on the PC website.  
As part of that entry would it be possible for the website to host a page to put the Show Schedule and Entry Form which people could download and print themselves?
  - 19.2 Email received from resident notifying the Parish Council that dogs are being let off the leads at Ripley Avenue Play Park.
20. Finance
  - 20.1 To receive updates on the monthly bank reconciliation for 28<sup>th</sup> February 2026 and note balances on bank account:  
Balance on savings account as at 28<sup>th</sup> February 2026 £12,357.09  
Balance on current account as at 28<sup>th</sup> February 2026 £33,665.13
  - 20.2 To receive grass cutting quotations and to appoint a contractor for 2026/27.
  - 20.3 To agree to Scribe carrying out an annual health check on the accounts package.
  - 20.4 To consider and approve the March payments due:

Spending powers	Payee	Invoice No	Details	Payment method	Net amount £	Total amount £
115	R. Hubber	PC52	Churchyard at St Kenelm's grass cutting contract	Online	300.00	300.00
106	V Oliveri	N/A	Clerk salary March 2026	Online	private	private
126	Bells Property Services	1343	Fit new wooden posts by the Spar shop.	Online	391.50	391.50

\*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*



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**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.

- 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.