



MINSTER LOVELL PARISH COUNCIL

www.minsterlovell-pc.gov.uk

Parish Clerk: Vanessa Oliveri

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Tel: 07712 705865

9th June 2026

To: All Members of Minster Lovell Parish Council

You are hereby summoned to attend the Parish Council Meeting on **Monday 15th June 2026 at 7.00pm** at St Kenelm's Village Hall, Brize Norton Road, Minster Lovell, for the transaction of the business stated below. The Public and Press are also invited to attend.

The Agenda is as follows:

1. 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 18th May 2026.
5. To receive and approve the minutes of the Annual Parish Meeting dated 20th April 2026.
6. To receive action log and progress update.
7. To receive an update from County Councillor Nick Field-Johnson
8. To receive an update from WODC Councillor Paul Marsh and Councillor Liam Walker.
9. To review planning applications, decisions, and appeals*
Planning Applications
Ref: 26/01199/S73 The Horse and Radish, Burford Road, Minster Lovell
Variation of condition 2 of planning permission 22/01434/FUL to allow a varied range of hut sizes and styles.
Planning Decisions
10. Neighbourhood Plan (Cllr. Usherwood)
 - 10.1 To receive an update on the Neighbourhood Plan
 - 10.2 To receive feedback and next steps from the Neighbourhood Plan Parish Consultation Event held on 30th May 2026.
11. Art Project
 - 11.1 To receive feedback and next steps from the Art Project Parish Council Consultation held on 30th May 2026.
12. Policy review - for decision
 - 12.1 To receive and adopt the Financial Risk Register.
 - 12.2 To receive and approve the Standing Orders
 - 12.3 To receive and approve the Code of Conduct
13. Allotments report – Cllr Ushwerwood
 - 13.1 To receive an update on the allotments.
 - 13.2 To review the allotment policy.
 - 13.3 To receive an update on tenant annual fees and water rate payments.
14. Ripley Avenue Amenity Area:
 - 14.1 To receive a monthly Inspection Report
 - 14.2 To receive an update on damage and repairs
 - 14.3 To receive a report on the provision of CCTV at Ripley Avenue Play Area
15. Highways and Traffic
 - 15.1 Quiet Roads Proposal – To discuss the quiet road proposal.
 - 15.2 Speed reduction Brize Norton Road – To discuss ideas of reducing the speed in Brize Norton Road.

15.3 To discuss Community Speed Watch and decide action to take.

16. To discuss correspondence received that requires action:

17. End of Year Accounts & General Governance & Accountability Return for 2025/26.

17.1 To receive and note the Annual Internal Audit Report.

17.2 Section 1 – Annual Governance Statement 2025/26 – To receive, approve and sign.

17.3 Section 2 – Accounting Statements 2025/26 – To receive, approve and sign.

17.4 Notice of Public Rights: To approve dates for inspection of the accounts.

18. Emergency Plan – To receive and approve the updated Emergency Plan.

19. St Kenelm's Hall – To receive an update on St Kenelm's Hall.

20. Village News – To receive a draft article for the Village News – July – September 2026

21. Finance

21.1 To receive updates on the monthly bank reconciliation for May 2026 and note balances on bank account

Current Account: as at 31.5.2026 £33,266.36

Instant Access Account: as at 31.5.2026 £33,838.76

21.2 Consider and approve receipts and payments due in June 2026

Spending powers	Payee	Invoice No	Details	Payment method	Net amount £	Total amount £
115	R Hubber	PC02	Grass cutting at St Kenelms churchyard	Online	300.00	300.00
106	V Oliveri	N/A	Clerk's salary June 2026	Online	Private	private
103	Multi-hands	1229+1250	April and June cleaning bus shelters	Online	100.00	100.00
142	M/L Village Hall	MLVH-2026-47	Feb-May 2026 Village Hall hire	Online	290.13	290.13

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

Signature Clerk: *V. Oliveri*