

CHACOMBE PARISH COUNCIL

E-mail: clerk@chacombeparishcouncil.org.uk

Minutes of a meeting of the Parish Council held on **Monday 1st December 2025** at **7pm** at Chacombe Village Hall

Present: Cllr Taylor, Cllr Williams, Cllr Tustian, Cllr Wright, Cllr Merrow-Smith (joined at 7.16pm)

In attendance – 0 members of the public.

58) Public Time from 7-7:15pm – None.

59) Apologies – Apologies received – Cllr Jenkins, and the Clerk. Apologies accepted – None.

Cllr Merrow-Smith joined at 7.16pm

60) Declaration of interests on items on the agenda - None.

61) To approve the minutes of the meeting held on 06.10.25 – The minutes were proposed, agreed, and duly signed.

62) Outstanding matters/actions from previous meetings

- i) Update re set up of Chacombe Parish Council (PC) Facebook profile – The Facebook profile has been set up and is now in use.
- ii) Feedback from parishioner re repairing the noticeboards in the parish – The parishioner is only going to refurbish the Village Hall noticeboard for now so has advised that if the PC would like to get the other boards done soon it may wish to engage someone else to do the work, but he may have time to do them at a later date.
- iii) Update re overgrown hedge from Wardington Road to Banbury Road – This has been done.
- iv) Concerns re lack of contact from Dog Waste bin emptying contractor re missed collections and repair of the damaged bin post at Berry Close – The contractor has finally been in touch with the Clerk and has agreed to try to push the post upright again. He apologises for the missed collections and it is hoped that the collections should take place regularly again in future. **Update at next meeting on progress on this.**

63) Status of defibrillators

- i) School site - New battery will be needed for the school site in April 2026. Clerk has the new battery order scheduled.
- ii) The Ring – Checked and all is fine.

64) PC support to Village Groups – After some discussion it was agreed that the **Clerk should send a letter to the village groups to invite them to a meeting immediately before the January PC meeting at 6:30pm to discuss village activities and possible co-ordination going forward.**

65) To note the resignation of the parish Police Liaison Representative (PLR) and Neighbourhood Watch Co-ordinator and consider whether to seek new volunteers to take on these roles – The PC noted the resignation of Jeff Annells as the PLR and Neighbourhood Watch Co-ordinator and thanked him for his support to date. Another parishioner has already offered to take on these roles in the New Year. **Clerk to contact parishioner to provide information and register them in the roles.**

66) Concerns raised by resident regarding the following:

- i) Parking of vehicles on pavements – This is a valid point as there are pinch points in the village where parking is an issue. **Clerk to put a note in the Chimes to remind villagers to be mindful of where they leave their vehicles, park appropriately with caution, and to be understanding of other residents in their immediate neighbourhood.**

ii) Overgrown hedges in the parish – Reminder to villagers of their responsibilities regarding their hedges. **Clerk to put a note in the Chimes to remind villagers to ensure that they prevent their hedges from restricting pedestrian movement. If residents are not able to do this, please let the PC know and assistance can be provided to find a contractor.**

67) To consider the possibility of installing outdoor exercise equipment somewhere in the parish.

Considered and discussed. It was decided that Chacombe is not big enough a community to justify the cost of this equipment currently. **To be discussed again next year.**

68) Planning applications received

2025/4134/FULL – Penny Royal, 19 Thorpe Road, Chacombe. Replacement of single glazed windows with double glazed hardwood units. **No representation made.**

Notification of tree work received

Poplars Farm, 19 Silver Street, Chacombe. Works to 1x black locust and 1x pine within a conservation area.

The Old School House, 23 Thorpe Road, Chacombe. T1 Sycamore – Reduce laterally by 1.5 metres at all points.

Brookside, 15 Thorpe Road, Chacombe. Willow (T1) - remove top and stump as close as possible to ground level, Willow (T2) - reduction of the eastward growing limb of the more northerly Willow by approximately 2.5 metres, Apple (T3) - reduction of the axle close to previous (approximately 2 metres)

Planning decisions received

2025/3812/FULL – Chinner Farm, Thorpe Road, Chacombe. L-shaped stable & garage complex with habitable space/room over (renewal of WNS/2022/1253/FUL). **Approved.**

69) Finance

- a) Approval of the bank statement balances as at 25.11.25 of £205.14 and £35,452.82 – Cllr Williams confirmed the balances stated are correct.
- b) To confirm completion of a quarterly asset inspection and agree any actions required – It was confirmed that the checks have taken place and no actions are required.
- c) To review the draft budget for 2026-27 – Reviewed. **Cllrs to review in detail before next meeting.**
- d) To note and approve the following payments and receipts:

Payments made since last meeting using delegated powers: Proposed and agreed.

31.10.25	Kirsty Buttle	Salary, office, SIM and Cloud share, Oct	£610.42
31.10.25	HMRC	Tax & NI Oct	£30.36
31.10.25	NEST	Pension Oct	£43.36
18.11.25	SSE	Streetlighting Jun to Jul	£99.41
25.11.25	Complete Ground Management Ltd	Grass cutting 8th and 30th September	£819.60
25.11.25	WNC	Uncontested election	£64.50
25.11.25	Kirsty Buttle	Salary and office Nov	£592.78
25.11.25	HMRC	Tax and NI Nov	£30.56
31.10.25	Unity Bank	Account fee	£6.00

Receipts: Noted.

24.10.25	HMRC	VAT Refund	£1,669.40
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To approve payment of the following invoices: Proposed and agreed.

NEST	Pension Nov	£43.36
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70) Information exchange – None.

Meeting closed @ 8:56pm

Date of next meeting – 5th January 2026

Signed..... Date.....