Minutes of the Fyfield and Tubney Parish Council Meeting held on Thursday 11th September 2025.

1. Present.

Mrs. Penny Budgen – Chair.
Dr. Dimitrios Hatzis.
Mr. Nicholas Keene.
Dr. Sarah Stanhope.
Mr. Alan Woodward.
Dr. Stephen Fraser – Clerk.

Mr. James Plumb – OCC Councillor.

Five members of the general public.

2. Apologies.

Apologies had been received from

Mrs. Claire Cable-Alexander.
Mr. Mark Coleman – VofWH Councillor

3. Minutes of the Last Meeting.

These were signed as a true record by the Chair.

4. Matters Arising.

1. Fyfield Bus Stop Lighting.

Mrs Budgen reported the light had now been replaced and it was anticipated that this had resolved the issues.

2. Fyfield Allotments.

Mrs Budgen reported that the Allotment Association had a number of more pressing issues to deal with and that the installation of mains water was currently in abeyance.

As a consequence of examining the scheme of the Fyfield United Charities with respect to the later discussed planning application, it became apparent that the Parish Council was responsible for nominating two trustees with each nomination lasting for four years. The scheme was set up to ensure that one trustee would go out of office every two years but could be re-appointed.

The Parish Council had not performed this duty for many years. It was **resolved** that Mr. Richard Walsh and Mr. Toby Daley, currently serving as trustees, henceforth be the Parish Council's nominees.

5. County Councillor's Report.

The Clerk had circulated Mr Plumb's report shortly before the meeting. As most councillors had not had the opportunity to read it, he summarised its contents for the meeting.

Oxfordshire County Council had approved the Oxford Congestion Scheme and it would go live in November. There would be a number of permits and exemptions.

Fyfield and Tubney were due to have all gullys cleaned by the end of the month. Thereafter, cleaning would be on a four year cycle.

A new Councillor Priority Fund was available with £10,000 allocated to each councillor for local projects. The minimum grant value was £500. He invited the council to apply.

Oxfordshire Trading Standards Team would be hosting electric blanket testing in the main towns. It was pointed out that the most likely users of blankets would be the elderly who may not have the ability to attend in person.

County Council would shortly be considering new locations for salt/grit bins. Abingdon Road, Tubney and Digging Lane were suggested as possibilities.

6. Planning.

The following applications have been returned Supported.

- P25/V0685/LB The Studio, Tubney Warren Barns
- P25/V0713/FUL The Studio, Tubney Warren Barns
- P25/V0979/HH The Old Barn, Fyfield

The following has yet to be responded to:

- P25/V1677/FUL Land at Digging Lane, Fyfield

The residents of Digging Lane, opposite the proposed site, presented the council with a detailed response to this application. In addition, it had come to light that some of the proposed field actually belonged to Fyfield United Charities and had been leased to the farm in the 1970s. This was not present in the application and it was unsure if the covenants of the lease would allow a change of use.

On first examination, council had been in favour of the application, but hearing of the objections felt that they would now oppose it. The Clerk had yet to submit a response from council and requested that councillors restate their position over the weekend so that he could submit a consensus return.

7. Proposed Hills Quarry & Tubney Action Group.

Hills response to the Regulation 25 request were still awaited. It was felt that the application was likely to fail as Mrs Budgen had a letter from the Minerals & Waste officer stating that Hills had yet to give the required good reason for a development within the Green Belt and that according to the local plan, there was sufficient soft sand available without this quarry.

Mrs Budgen to arrange for James Plumb to attend the next TAG meeting.

8. Church Community Space.

David MacElvogue had submitted a written report which was circulated.

The cost of the path to the church had proved more expensive that originally estimated, despite all the free labour.

In addition, estimates for the Heat Source pump at £40k were excessive and a cheaper alternative was sought. Unfortunately, the £10k grant from District Council towards this item was soon to time expire. He was seeking an extension.

After some discussion and a consideration of the CIL balance, it was **resolved** to donate a further £3,000.00 towards the costs of the Community Space.

It was noted that, in all likelihood, there would be further donations in the future.

9. Memorial Garden.

There was a small amount of planting required to complete the garden. This would be planted shortly now that more temperate weather had arrived and would be complete prior to the Produce Show.

10. Produce Show.

A further set of fliers would be circulated this weekend and all appeared to be in order for the show. There would be a number of pop-up stalls run by local businesses and suppliers and a raffle. A lottery licence had been obtained from the District \council.

The Clerk to ask John Gillet if he would be willing to sell some of his local honey.

11. Finance.

The Clerk stated that the second instalment of the precept had been received. In addition, there had been a number of expenses. The current balance of accounts was as follows:

• Precept Account brought forward.	£11,405.61
• Parochial Church Council of Fyfield	£1,000.00
• 3 Villages Comet Bus Group	£700.00
• Mrs Budgen – Dataprint Fyfield Produce Show Fliers	£78.00
• Mrs Budgen – KB&S News Entry	£54.00
• Mrs Budgen – The Oxford Cow Dairy	£264.00
• Dr S Stanhope – Lottery Licence	£40.00
• Precept 2nd Instalment – Received	£5,000.00
• Available Precept	£14,269.01
• CIL Account brought forward.	£20,988.99
• Available CIL	£20,988.99

The Clerk had circulated his latest CIL report to District prior to the meeting. His intention was to draw councillors attention to the time limits on the various amounts comprising the total in that account. All money needed to be spent within five years of receipt or the residue would need to be returned to District. Councillors were urged to consider projects that could be initiated within these timescales.

12. Adoption of Internet Banking.

Following a lengthy discussion with NatWest on how internet banking could be applied to our business account, the Clerk outlined the following options.

- Obtain internet banking for the current account. This would give a single person sole control over all transactions covering all amounts.
- Move to a NatWest Community Account where the current three signatories would need to authorise all payments. NatWest could not convert the current account for technical reasons (euphemism for computer says no) and we would have to set up a new account and close the current account. It was essential that all three signatories still had digital copies of their signatures.
- Examine the offerings of other banks to see if a better fit to requirements was possible.
- Stay as we were with cheque payments and using member accounts and refunds were required.

After some discussion, it was felt that multiple signatories for transaction was required for the protection of all concerned regarding misappropriation of funds. Dr. Hatzis outlined how his business account was run using HSBC.

The Clerk to enquire of HSBC if a more appropriate account with them was possible.

13. Dog Waste Bin – Marsh Lane.

Mark Coleman had passed to the Clerk the current criteria for District to install a new Dog Waste Bin. It was unclear if a request for a bin at the entrance to Marsh Lane would meet these criteria but **the Clerk would submit a request.**

14. Tubney Speedwatch Group.

Following the move of the administrator, Jeremy Roche to Cornwall and the withdrawal of Angus Rock, the group was left with four members.

Of these David Walsh and Tyrone Parkinson had administrator status and David Scopes and Stuart Sharp were certified operators.

Unfortunately, David Walsh has health issues with means he is unable to participate for the foreseeable future. As there must be three operatives for the group to monitor traffic, new members were essential if the group was to continue.

It was understood that the new occupants of Jeremy Roche's house were willing to help.

In the meantime, all the kit had been passed to Dr. Hatzis for safe keeping.

The Clerk to contact existing members and Kelly Forbes to verify the continued existence of the group.

15. AOB.

There being no other items, the Chair closed the meeting at 9:10pm.

Next Meeting Thursday 13th November 2025.