



Minutes of the Parish Council Meeting held at Freeland Village Hall in the Newell Room at 19:30 on Monday 15th September 2025

Members Present:

Cllr P Foster (PF), Cllr R Crocker (RCR), (MC), Cllr R Clark (RCL), Cllr P Holt (PH), and Cllr M Andrews (MA), Fay Friend (FF), District Cllr R Faulkner and District Cllr L Arciszewska

Minute	Agenda Number	Minute
25.9.1	1	Apologies for absence: There were apologies for absence from Cllr M Canning (MAC), Cllr V Baker (VB), and County Councillor L Walker
25.9.2	2	Declaration of pecuniary interest and request for dispensation: It was RESOLVED there were no declarations.
25.9.3	3	Minutes of the last meeting: It was RESOLVED to approve the minutes of the meeting dated 14 th July. The chair signed the minutes.
25.9.4	4	Public participation: There were 3 members of the public present. A member of the public came to provide an update on the successful bid to win for the methodist church building by the community group. They provided an email update which was sent round highlighting their action plan and what the next steps are. They would live a letter from the council supporting their bid to win S106 money from the Pye homes development..
25.9.5	5	Planning: To receive update on new and existing planning applications and comment where required. Applications received: 25/01713/FUL: It was RESOLVED to comment on this application highlighting the issues with lack in capacity for the Sewage treatment work and networks. 25/01778/HHD: no comment
25.9.6	5	Planning: To receive update on new and existing planning applications and comment where required Applications approved: 25/00333/OUT: Pye homes approved 25/01199/HHD: 2 Wroslyn road approved
25.9.7	5	Planning: To receive update on new and existing planning applications and comment where required Applications refused: none Applications withdrawn: none Applications appealed: none
25.9.8	6	Reports from District and County Councillors: Liam Walker: No update
25.9.9	6	Reports from District and County Councillors: Lidia Arciszewska: WODC endorsed Oxfordshire local recovery project. Mapping have become available for where habitats can join and this will support the local plan and now further evidence to support the habitat corridor. 3.5 million has been approved to support the 3 leisure centres within the district. The district have 13 public toilets and have all been assessed. Starting to develop the local energy plan.
25.9.10	6	Reports from District and County Councillors: Roger Faulkner:

		Emphasised that it is really good that WODC are looking to spend for the much needed upgrades. Up and coming consultations: Salt cross net zero has now it has been approved 2041 local plan Oxrail is currently open and closes end of September. It was RESOLVED draft some comments																																																								
25.9.11	7a	To Discuss and Approve financial matters: To approve invoices for payment July/August It was RESOLVED to pay the account presented, proposed by MA and seconded by RC. The following invoices are requested to be approved for payment: <table><tr><th>BACS Ref Number</th><th>To whom paid</th><th>Details</th><th>Amount (£)</th></tr><tr><td>BACS 39</td><td>Fay Friend</td><td>Salary - September</td><td></td></tr><tr><td>BACS 40</td><td>Jason</td><td>grass -September</td><td>£160.00</td></tr><tr><td>BACS 41</td><td>Freeland village hall</td><td>hall hire - Parish council- September</td><td>£15.00</td></tr><tr><td>BACS 42</td><td>Shield</td><td>September collections</td><td>£78.00</td></tr><tr><td>BACS 43</td><td>Rendell garden</td><td>mowing play park- August</td><td>£114.00</td></tr><tr><td>BACS 44</td><td>Zurich</td><td>council insurance</td><td>£1,893.49</td></tr><tr><td>BACS 45</td><td>MS Amlin</td><td>Tractor insurance</td><td>£277.40</td></tr><tr><td>BACS 46</td><td>Shield</td><td>Missed 2024 June payment</td><td>£64.99</td></tr><tr><td>BACS 47</td><td>Moore</td><td>external audit</td><td>£409.50</td></tr><tr><td>BACS 48</td><td>SLCC</td><td>membership</td><td>£123.50</td></tr><tr><td>BACS 49</td><td>Parish online</td><td>website fee</td><td>£462.00</td></tr><tr><td>BACS 50</td><td>Rendell garden</td><td>mowing play park- July</td><td>£171.00</td></tr><tr><td colspan="3">Total:</td><td>5,023.85</td></tr></table>	BACS Ref Number	To whom paid	Details	Amount (£)	BACS 39	Fay Friend	Salary - September		BACS 40	Jason	grass -September	£160.00	BACS 41	Freeland village hall	hall hire - Parish council- September	£15.00	BACS 42	Shield	September collections	£78.00	BACS 43	Rendell garden	mowing play park- August	£114.00	BACS 44	Zurich	council insurance	£1,893.49	BACS 45	MS Amlin	Tractor insurance	£277.40	BACS 46	Shield	Missed 2024 June payment	£64.99	BACS 47	Moore	external audit	£409.50	BACS 48	SLCC	membership	£123.50	BACS 49	Parish online	website fee	£462.00	BACS 50	Rendell garden	mowing play park- July	£171.00	Total:			5,023.85
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25.9.12	7b	To Discuss and Approve financial matters: 1. To approve bank reconciliation July/August- These were signed by PF																																																								
25.9.13	7c	To Discuss and Approve financial matters: To note council income July/August- none																																																								
25.9.14	7d	To review the parish council insurance renewal: We are currently within our 3-year deal which ends after this years insurance. We will go out to tender for best value for service provided at the end of this agreement.																																																								
25.9.15	7e	To consider donation to the poppy appeal and raising the flag: It was RESOLVED to donate £100 to the poppy appeal. It was RESOLVED to raise the flag to commemorate the anniversary of 80 th anniversary for a 2-week period.																																																								
25.9.16	8	Website- Updates to add There are some issues with the way it is displaying through the mobile version for which it is not showing the updated meeting dates. Our renewal runs out in April 2026 where we can look at a tender then																																																								
25.9.17	9a	Parish Matters: Play Areas/Playing Field/Play Equipment Book i. Choose tender for the Play Park submissions. It was RESOLVED after a long discussion to go with Option 4 which was the contractor Redlynch. ii. Land registry- Update – we are awaiting further instructions. iii. Use of the Cricket pitch- it was RESOLVED to look into this further with the team and current cricket club. iv. Pitch renovations- still awaiting update from the football club with quotes and options. v. Oak tree- it was RESOLVED to get an inspector to come and inspect it.																																																								
25.9.18	9b	Parish Matters: Village Maintenance and Highway Matters i. VAS Signs- it was RESOLVED to approve the installation costs. A quote is required to trim the tree back. ii. Garden of remembrance gate – has been ordered along with the gate for Blenheim lane. iii. Salt bin- awaiting approval. iv. Methodist church- it was RESOLVED to approve a letter of support for the S106 funding towards. v. Litter picking- it was RESOLVED to mention the problem to our current contractor and get feedback from them. vi. Sewage issues- Pipework down to Church Hanborough STW is overflowing. The pipeline has been escalated to Thames Water. The hydrologist is on the																																																								

		care. The Pye development does not have to wait until there is increase capacity. It was RESOLVED to raise this from the Parish Council to Lidia and Roger. vii. Review and renewal of village hall insurance- it was RESOLVED to approve viii. looking into solutions for traffic calming on the green
25.9.19	9c	Parish Matters: Village Hall Management committee. i) Lease- no update awaiting land registry.
25.9.20	9d	Parish Matters: Freeland Energy Group- there was no update.
25.9.21	9e	Parish Matters: Previous months actions (if not already resolved) It was RESOLVED to go through the actions list and implement before the next meeting where required
25.9.22	10a	Governance: (a) OALC updates- no update
22.9.23	10b	To review the financial regs It was RESOLVED to adopt the updated financial regs
22.9.24	10c	To review the standing orders It was RESOLVED to adopt the updated standing orders
22.9.25	10d	To review the risk assessment It was RESOLVED to adopt the updated risk assessment
22.9.26	10e	To note the annual salary review banding changes It was notes the annual review of the changes to the salary NALC national banding
22.9.27	10f	To sign the letter of engagement for the internal auditor It was RESOLVED to sign the letter for the 25-26 financial year.
22.9.28	11	To receive reports from councillors representing the Council on outside meetings None
25.9.29	12	Items for information only Have a go day and run a village fate next year to review next month.
25.9.30	13	To note the date of the next Parish Council meeting 13 th October 2025. 7.30 in the Newell room

Meeting ended at 22:10

Signed by Chairman	
Date signed	