

**Newington Parish Council
Oxfordshire
Draft Minutes of the Parish Council Meeting held on
9th December 2025 at 7:00pm in St Giles Church**

Present:

Cllr Nettleton; Cllr Howlett (DH); Cllr Howlett (NH); Cllr Thomson;

In Attendance: Clerk/RFO Lawrence Wootten; Cllr Edwards (County Councillor); Cllr Turner (District Councillor)

Members of the public: One parishioner.

052.25 APOLOGIES FOR ABSENCE – Cllr Black

053.25 DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS – None

054.25 ITEMS RAISED BY MEMBERS OF THE PUBLIC – No members of the public present

055.25 REPORTS FROM DISTRICT & COUNTY COUNCILLORS

The reports from District Councillor Turner for October, November and December had been circulated to the Parish Council and are available as Annexes A, B and C to the minutes of this meeting.

The September report from County Councillor Edwards had been circulated to the Parish Council and is available as Annex D to the minutes of this meeting. Cllr Edward then gave a verbal report on the latest situation regarding development of the Chalgrove Airfield, funding for Family Hubs in Thame and Chalgrove, the Oxford City Congestion Charge, the review of Oxfordshire Fire Service, the new booking scheme for Oxfordshire's Recycling Centres, the proposed unitary Oxfordshire council, and the possibility of a Mayor for Thames Valley above the new unitary authorities. Issues with cars parked on the main road through Little Milton were also discussed.

056.25 MINUTES OF THE LAST MEETING

(a) The minutes of the last meeting held 17th September 2025 were approved, signed by the Chairman and will be added to the website.

ACTION FOR CLERK – post approved minutes on website.

(b) – Update on progress from the last minutes – to report progress on items that do not require further discussion.

All items were discussed under the relevant agenda item below.

057.25 FINANCE AND ADMINISTRATION

a) The bank reconciliation and financial report were presented and approved.

On 28th November 2025 the balances of the council's accounts were noted and approved as:

Barclays Community Current Account - £4510.48

Barclays Savings Account - £566.95

b) Direct debits paid since last meeting:-

22 nd September 2025: Direct Debit payment for Hugo Fox website/domain	£11.99
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22 nd September 2025: Direct Debit payment for Hugo Fox email	£11.99
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20 th October 2025: Direct Debit payment for Hugo Fox website/domain	£11.99
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22 nd October 2025: Direct Debit payment for Hugo Fox email	£11.99
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20 th November 2025: Direct Debit payment for Hugo Fox website/domain	£11.99
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24 th November 2025: Direct Debit payment for Hugo Fox email	£11.99
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c) Receipts since last meeting:

5 th September 2025: SODC – second half of Parish Precept	£1750.00
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d) Invoices for payment – the following invoices were approved for payment:-

LJ Wootten – Clerk's salary (October 2025) minus PAYE and NI	£195.92
HMRC – PAYE and NI on Clerk's salary (Sep 2025)	£ 49.88

It was agreed that a transfer of £350 would be made from the Barclays Current Account to the Unity Trust Online Current Account to allow the above approved payments to be made electronically rather than by cheque.

e) The Clerk/RFO presented a draft 2026-2027 budget of £4937.00 to council which was discussed and approved.

It was noted that the Clerk will move from NALC SCP 11 to 12 as of 1st April 2026.
Clerk to publish the draft budget on the website.

ACTION FOR CLERK – publish the 2026-2027 budget on the website.

f) The Clerk/RFO recommended increasing the parish precept to £4987. After discussion, council resolved to increase the parish precept to £4000 and to use some of its reserves as necessary to meet the predicted budget. This would result in a parish precept of £65.14 for a Band D property in 2026-2027, an increase of £6.14 compared with 2025-2026.

g) The Clerk/RFO completed and signed the Parish Precept Form for return to SODC.

ACTION FOR CLERK – return the completed, signed Parish Precept Form to SODC Finance Team.

h) Council approved Power to Act to the Clerk/RFO and Chairman during December and January to allow all necessary invoices and payment to be made.

i) A provisional list meeting dates for 2026 was agreed as follows: Wednesday January 28th; Wednesday March 25th; Wednesday May 27th (Annual Parish Meeting and Annual Meeting of the Parish Council); Wednesday July 22nd; Wednesday 23rd September; Wednesday 25th November.

058.25 PLANNING

No planning applications received.

059.25 COUNCILLOR & PARISH REPORTS

a) **Community Liaison/Notice Board** – Nothing new to report

b) **Event Co-ordination** – Nothing to report

c) **Website** – Nothing new to report – website being updated regularly.

d) **Highways & Potholes**

A letter from County Cllr Edwards to Oxfordshire County Council regarding flooding issues in the village had been forwarded to the Clerk and Councillors. Cllr Edwards had been told that OCC will send a gang to the area outside [the affected property] in Newington, to empty the gullies in the carriageway and the catch pit. They will jet the main carrier pipe that leads to the drain out the back of the property which leads to a pond and river. These will be completed within 28 days.

A single visit by Thames Water been reported but no visit from Oxfordshire County Council had been noted as yet.

Replacement of the road restriction signage had been carried out very quickly and thanks were expressed by all to Cllr Edwards for her efforts.

e) **Rights of Way** - nothing to report.

f) **Allotments** - nothing to report.

g) **Churchyard/burial ground mowing**

The possibility of the Parish Council taking responsibility for this was discussed.

060.25 COUNCILLOR AND CLERK TRAINING

a) no training requested

b) no courses taken recently

061.25 CORRESPONDENCE – To note correspondence received where decisions are not required

OALC monthly newsletters

SODC & VoWHDC media releases

Oxfordshire County Council media releases

062.25 DATE OF NEXT MEETING

(to be confirmed)

Meeting closed at 8.50pm

Signed

Date