

**NOTICE OF THE ANNUAL MEETING OF WROXTON & BALSCOTE
PARISH COUNCIL**

MONDAY 12th MAY 2025 AT 7PM AT WROXTON VILLAGE HALL

AGENDA

**To members of the Council: You are hereby summoned to attend the
Annual meeting of Wroxton & Balscote Parish Council for the purposes of
transacting the following business:**

1. Election Of Chairman
2. Election of Vice Chairman
3. Signing of acceptances of office
4. Apologies
5. Allocation of responsibilities
6. Matters arising from 2024 minutes, signed July 2024
7. Chairman's Report
8. Appointment of Responsible Financial Officer
9. Presentation of the 2024/25 Accounts by RFO

10. Resolutions relating to the accounts for the year ended 31 March 2025
 - 9.1 That the Annual Governance Statement and Annual Return for 2024/25 (Sections 1 and 2 of the AGAR 3 form) be approved and signed.
 - 9.2 That the bank reconciliation statement as at 31 March 2025 (part of the supporting accounts pack) be approved and signed.
 - 9.3 That the AGAR 3 form for 2024/25 and the supporting accounts pack be submitted for external audit by Moore Stephens LLP.
 - 9.4 That the period for the exercise of public rights to inspect the unaudited accounts be set as running from Monday 2 June 2025 until Friday 18 July 2025 and that the notice advising of this be published on the Wroxton website and all village notice boards, together with Sections 1 and 2 of the AGAR 3 form on 16 May 2025

10. Vote of thanks to Mark Harris for his completion of the internal audit.
11. Public comments/questions on any Parish issue (whether or not on the agenda)

12. Meeting Close

NOTICE OF THE PARISH COUNCIL MEETING OF WROXTON & BALSCOTE

PARISH COUNCIL

Monday 12th May 2025

Wroxton Village Hall 7.00 pm

To members of the Council: You are hereby summoned to attend a meeting of Wroxton and Balscote Parish Council for the purposes of transacting the following business:

1. **Apologies**
2. **Welcome**
3. **Declarations of interest**
4. **Minutes of previous meeting**
5. **Matters Arising**
6. **Public Forum**
7. **Finance**
 - Bank reconciliation
 - Mast rental update
 - Finance resolutions
8. **a) DECISIONS**

b) DISCUSSIONS
Housing plans for Hanwell - our response?
Church clock Balscote

c) CLERK UPDATE

9. Planning Applications:

New Applications

25/00455/F Wroxton Unit 2, Apollo Office Park, Ironstone Lane,

Change of Use to allow for B8 operations, including the provision of a roller shutter door and new window - ***amendments to this application.***

25/00785/LB The Old Farmhouse and Mullions, Main Street, Wroxton

Erection of 1.8m high closeboard fence between The Old Farmhouse and Mullions. Part retrospective for blocking up of a door and window internally within the link extension serving The Mullions

25/00775/F Sundial House, Main Street, Wroxton

Demolition of existing garage and rear porch; erection of new garage with annexe over and new rear porch; new window to historic opening on East elevation; new fascias and soffits

25/00480/F Wroxton London Barn, Stratford Road

Outbuilding

25/00437/TCA Otterburn, Balscote Trees

Applications Awaiting Decision

24/02453/LB Woodview, Main Street, Wroxton

Re-instatement of attic bedroom including the addition of two new dormer windows, insertion of two conservation roof lights into existing roof slope and changing existing roof lights to conservation roof lights

24/01479/CM Wroxton Fields Quarry

Aggregate recycling facility and other ancillary development - MW.0063/24

Objections made

23/03355/LB Barn Rear of Pool Farmhouse, Main Street, Wroxton

Alterations of approved drawings - variation on 21/02773/L

23/02707/F Barn Rear of Pool Farmhouse, Main Street, Wroxton

Variation of Condition 2 (plans) of 21/02772/F - the following design changes - pitched roof over garage and kitchen, entrance doors to threshing barn, staircase position altered in threshing barn, bi-fold doors to dining room, conservation roof lights over kitchen/breakfast room, internal layout changes to kitchen and en-suite of bedroom 1 and bedroom 2 and flue positions

Applications Decided

MW.0058/23 Wroxton Quarry

Details pursuant to Condition 66 (working in close proximity to electricity pylons or cables) of planning permission no. (MW.0020/19) **Approved by OCC**

MW.0071/24 (24/01854/CDISC) Alkerton Stone Quarry Street From Alkerton Heading East To Stratford Road Alkerton Details pursuant to Condition 28 (Surface Water Drainage Plan) of planning permission no. (MW.0124/21) **Approved by OCC**

MW.0073/24 (24/01858/CDISC) Alkerton Stone Quarry Street From Alkerton Heading East To Stratford Road Alkerton

Details pursuant to Conditions 5 (aftercare scheme), Condition 16 (tree protection scheme), Condition 21 (detailed landscaping scheme), Condition 24 (rights of way scheme), of planning permission no. (MW.0124/21) **Approved by OCC**

23/00130/F Laurels Farm, Dark Lane, Wroxton.

Demolition of 3 barns.

Permitted by CDC

25/00162/CLUE Wroxton Unit 3D, Apollo Office Park,

Certificate of Lawfulness of Existing Development for installation of a ground floor window to Unit 3D

Permitted by CDC

24/02180/LB / 24/02179/F/24/02180/LB

Balscote House, Chapel Lane,

Conversion of former agricultural barn to dwelling with associated internal and external works. Erection of lean-to bike/garden store. Demolition of part of wall and creation of new vehicular access with gate to serve Balscote House, alteration to existing driveway, erection of new wall between driveways along with associated works

Permitted by CDC

25/00363/TPO Peacehaven, Balscote Trees

Permitted by CDC

24/00977/PIP Land Adjacent To Clearview, Lampitts Green, Wroxton

Permission in Principle - construction of 1 x no dwelling on land adjacent to Clearview

Permitted by CDC

24/02074/TCA

Wentways, Str/ 24/02180/L Stratford Road, Wroxton. Tree work

Permitted by CDC

24/02584/F The Jays, Stratford Road A422, Wroxton,

Conversion of garage to habitable accommodation and replacement pitched roof and internal alterations

Permitted by CDC

10. Correspondence Distributed as received

11. AOB

12. Date Of Next Meeting - Monday, 7th July 2025. Balscote Village Hall. 7.30pm

The council met six times during the year. Once again it decided there was no need to increase the precept. Since elements of the Community Charge in regard to requirements of the District and County Councils and the Police & Crime Commissioner have all increased, the percentage of the total Community Charge paid by residents as attributable to the Parish Council has fallen.

The PC is not a planning authority but it has a duty to consider all planning applications made to Cherwell District Council (CDC) and certain applications to Oxfordshire County Council (OCC). This year, 21 such applications were considered and responses made, including one major objection. That was to the application by Earthline for extension of Wroxton Fields quarry which would have brought its perimeter closer to the village boundary and particularly to the primary school and adjacent properties, with what the PC saw as significant environmental hazards.

The Council reported what it considered might be unauthorised activity in regard to the old sub-station at the junction of Manor Farm Lane and the A422; it regarded the response of CDC's enforcement officer as unsatisfactory and is awaiting their response to a reminder letter.

It expressed concern to OCC about the formal designation of the footpath between Middle Lane and the rear entrance to the churchyard, albeit realising that it had no power to affect the result.

Negotiations continued in regard to its lease to telecoms operators for use of the masts at Stonepit 6. Legislation passed by the previous government to enhance connectivity over the country has resulted in significant disadvantage to bodies such as the PC, as it is no longer in a strong position to negotiate rentals.

An opportunity arose to grant a sublease which could potentially lead to higher rentals for the medium term (but with a corresponding major decrease in long-term income). The PC eventually decided that the aggregator offers were not totally convincing due to the very long leases demanded (25 and 99 years respectively). Although on a discounted cash flow basis the terms offered slightly better value than the existing terms proposed by WIG and the current lease to Airwave Solutions, this advantage would be eliminated if the new WIG lease was not signed by 15 March. In the event, despite the PC acceptance of Heads of Terms for the new lease, no draft had been submitted by the time (15 March) a further year's rent at the old rate fell due, and that rate was duly received. Subsequently wording for the new lease was received, stipulating a start date of 15 March 2025. On enquiry, it was stated that WIG were proposing to treat the payment of the higher rate in March as being paid on account of the reduced rate applicable from that date, implying that no further rent would be payable before 2028.

Mindful of The PC's opinion, expressed at its January meeting, Cllr. Robarts rejected this stance, pointing out that the wording of the existing lease clearly states that the old rent remains payable until either a new lease has been signed, or until WIG have

removed their equipment from the site. Currently, with legal advice and the assistance of Fisher German, the PC is continuing to resist WIG's position..

One significant expense for the PC is the maintenance of verges and other grassed areas within the villages. It is grateful to Nigel Prickett, who has undertaken the mowing for many years. The grass cutting contract was renewed with Nigel after competitive tendering. The PC also continued to contract with Faye Eldridge for leaf clearing. During the year a group of councillors joined a 'village walk' with a representative of OCC Highways Department. She confirmed ownership of verges by OCC, except where individuals had registered them as part of their property, and confirmed OCC would take enforcement action if it had concerns about its verges being misused. In that respect, certain advertising and unauthorised advertising signs were removed from the A422 and elsewhere. OCC was reminded of the PC's concerns about potholes, potential flooding after heavy rain in certain streets in both villages and the failure to repair the steps from Church Street, Wroxton leading to the footpath.

New pads were purchased for the defibrillators and a training day organised in the hope that residents would attend to learn the basic skills needed to operate the devices. The council also sought to obtain names of volunteer drivers who might make themselves available to assist less mobile residents, for example with collection of medical prescriptions.

Complaints were raised with CDC about the state of its car park off Leys Close in Wroxton, blocked by various apparently abandoned vehicles and trailers and some success was achieved in its clearance. Through the liaison committee the PC has with Earthline, Cllr Collins raised the issue of a period of apparent failure to wash lorry wheels with resulting spreading of mud on the A422 through Wroxton. Numerous reports of potholes and of fly tipping were made through the CDC FixMyStreet website. Liaison was also maintained with the owner of the White Horse, who repeatedly assures the Council that he intends to refurbish and reopen it.

For 2025-6 the PC voted to allocate sums towards both village halls, repairs to the Balscote church clock and a contribution to repair of the retaining wall opposite Wroxton Abbey and the steps to the footpath by Wroxton Church (dependent on planning restrictions since they are Listed) and to tree planting. These allocations would need PC approval at a future meeting before any sums are disbursed

During the year the PC approved new cemetery regulations, including restrictions on the design of gravestones and undertook various procedural matters, required of it by legislation, including a risk assessment of its activities and a review of standing orders.

A letter to the President of Farleigh Dickinson University requesting to be kept informed about possible decisions to sell or lease Wroxtton Abbey and its grounds has gone unanswered.