

Paper to be approved
Meeting of the Annual Parish Meeting for the Longcot Parish Council
on Thursday 18 June 2026 7pm
held in St Mary's Church Hall, Longcot

In attendance.

Council members.

Andi Cunningham, Chair, John Barneby, Neil Campbell and Amy Cooper.

County Councillor. CC Emma Markham.

District Councillor. DC Viral Patel.

Visitors. 1 resident.

01/26 Apologies for Absence.

Alan Rich (prior commitment), Tina Brock, Clerk (unwell) and DC Katherine Foxhall (prior commitment). These apologies were received.

02/26 Report from the Chair.

It has been an honour to be the chairman of Longcot PC This year however it has had many challenges and some of them we are still facing and trying to help to solve.

Firstly we have had an extraordinary journey regarding a planning application where the developer has been building extensively for the past year without having building permission this is detrimental to a democratic planning system where by most residents abide by the law and they seek planning approval before they start work on a property - this particular property still has no planning permission a year after first trying to obtain permitted development rights and has even put the house on the market with an estate agent however this has now been removed and now the developer is marketing the property for sale on its own website.

Another issue we have been involved with is regarding the barn conversions that were converted into houses at the crossroads in Longcot called Ock View. One of the barns that was sold brand new is already deemed unsafe to live in. Ee at Longcot parish council take great pride in really understanding and going through all planning applications especially regarding new houses and now we discover that the concept of building control is a subject that anyone buying a new property should be very aware of and now this has been brought to our attention and we are very concerned.

There has been a shocking increase in traffic through our village due to many roadworks and accidents on the A420 this has really concerned our residents and we are looking at how to improve the road usage as we already have 20 miles an hour through most of the village

We had an allotment meeting and are glad to report that the allotments are all running well and we have started an allotment WhatsApp group

We have been in consultation with many playground manufacturers and have chosen to use our section 106 money and improve the playpark. We sent every house a consultation and had some lovely responses and good ideas which we have made sure that we have incorporated into the design we hope that this work will begin in September

We take the responsibility of being counsellors in a traditional small English village very seriously and all very grateful for the amazing help that we get from the residents, especially Nigel who does all the village mowing, and are delighted that our pub is well attended in such challenging times.

We would like to say thank you to our District and County Councillors for all the support they give us which is plenty.

We note that the survey has taken place at the bridge at Longcot locks - and look forward to seeing what that survey says and how it will help to reduce the flooding under the bridge.

03/26 Report from outside bodies.

County Councillor Emma Markham reported.

Updates

The Cress Beds at Letcombe Bassett roadwork to pipe the spring under the road and improve the drainage scheduled for 8th June 2026 to reduce road flooding and potholes.

Consultations

East West Rail (EWR) Consultation: EWR is running a public consultation to 9th June on updated proposals. eastwestrail.co.uk/news/latest-stories/east-west-rail-announces-details-of-final-consultation

Adult Social Care Contributions Policy: Changes are being proposed to charges for some Adult Social Care Services. <https://letstalk.oxfordshire.gov.uk/asc-contributions-policy-consultation>

Site Visits

Site visit for Pothole Repair Innovation Trial Day in Banbury on Wed 17th June.

Councillor Priority Fund

<u>Organisation</u>	<u>Project</u>	<u>Funding</u>
Uffington Parish Council	Jubilee Field Pond Rejuvenation	£833.33
Childrey Parish Council	New Village Noticeboard	£1,480.00
Shrivenham Parish Council	Parish playground repairs	£833.33
Kingston Lisle & Fawler	Speed Indicator Device	£1,250.00
Watchfield School	School garden & outdoor learning project	£587.50
Shrivenham School	Play equipment	£1,000.00
Sustainability Hub	Shelving and equipment	£1,000.00
Root and Branch	Wheelchair accessible path	£1,000.00
Wilts & Berks Canal Trust	footpath improvements	£500.00

Tackling Speeding

Villages across the region have been experiencing problems with speeding. Here are some available options which can help make our roads safer.

- Reminders not to speed
 - Speed Indicator Devices
 - There is a requirement that the device is moved every 3-6 months
 - because it's considered temporary and not official highways signage, also this is the duration of the battery on the device unless you pay extra for solar panels).
 - This means you need to pay for the installation of two poles, which locations are approved and installed by OCC.
 - Each pole costs just over £1k.
 - SIDs cost around £3k (a range of companies manufacture SIDs).
 - Warning signs
 - Signs from Highways for Hedgehogs, ducks and horses are effective at making cars slow down
- Enforcement
 - Speedwatch
 - Thames Valley Police (TVP) provide training and equipment (including radar devices). It requires at least 3 volunteers to be available to run a speedwatch session in the village, and this must only occur from sites pre-approved by TVP.
 - Details and how to sign up a team of volunteers, here: <https://www.thamesvalley-pcc.gov.uk/get-involved/community-speedwatch/>
- Physical infrastructure to reduce speeding
 - Requires a survey (a "tube" survey costs ~£190 +vat per location).

- Parish is responsible for paying for the survey
- Provides a breakdown of speed and volume of vehicle types over the course of a week and look at the average, etc.
- Engage a consultant to design the Traffic Calming scheme
 - Parish is responsible for paying for the consultant to design traffic calming
 - Would include a public consultation and require approval from OCC
- Contract the work
 - Affordable options include creating a chicane, where traffic must give way using large planters, which could be moved if needed. This is only suitable in low-speed areas.



Crime prevention

There has been a recent increase in burglaries in the region, mostly organised criminals traveling in from London, but there are things residents can do to reduce their risk.

- Report anything suspicious, such as strange behaviour, vans which might be used for crime, vehicles parked in laybys or in unusual locations. These might be innocent, but they can be investigated and could help solve/prevent crimes. Report this to 101 or here: <https://www.thamesvalley.police.uk/ro/report/>
- You can report any hare coursing, badger bating, hunting with dogs, poaching etc here: <https://www.thamesvalley.police.uk/ro/report/rwc/wildlife/report-wildlife-crime/>

Police are patrolling undercover at night in our region, you can sign up for Thames Valley Police alerts to be notified about issues in your area www.thamesvalleyalert.co.uk

- Smart Water
 - <https://shop.smartwater.com/> this provides uniquely traceable markings for items which are stolen, reducing likelihood of theft and increasing the chance of item return. Ideal for laptops, jewellery, designer handbags etc.
- CCTV
 - Cameras on the front and rear of your home can help provide a deterrent and vital evidence if a crime is committed. Eg:
 - Ring doorbells <https://en-uk.ring.com/>
 - Netatmo cameras <https://www.netatmo.com/en-gb/security>
- Holidays
 - If you are away on holiday, use timer switches for lamps to make it appear that people are still at home. Ask a neighbour to park a spare car on your driveway, so it looks like people are around.

District Councillor Viral Patel reported.

Community Safety Feedback Request

The Community Safety Team at South Oxfordshire and Vale of White Horse District Councils along with the Community Safety Partnership (CSP) are asking for councillors to report back on local needs relating to crime and safety in our wards.

We have recently heard from residents and PCs about the spate of burglaries to homes and outbuildings across our ward, and we are concerned about ongoing tensions, particularly involving young people, as support for Afghan relocation programmes is withdrawn by government.

Please let us know if there are other specific issues locally related to community safety so that we can respond by 23 June 2026.

Local flytipping prosecution

Vale has secured a prosecution for an incident of flytipping which occurred between Buscot and Coleshill in May 2025, with a barber from Swindon being fined £2200. As ever, residents and local businesses are reminded to always:

- Check that anyone removing waste on their behalf is a registered waste carrier

- Keep full details and paperwork of the person making the removal
- Record the license plate of the vehicle used to remove waste if possible.

Flytipping can be reported directly to the Council and will be actively investigated: [How to report flytipping](#)

Nature Recovery on Council Land

It is now easier for local organisations to create nature recovery projects such as wildflower meadows on district council-owned land. The policy about Licences for tree-planting has been expanded to include planting of shrubs, sowing of wildflower meadows to encourage pollinators and installing man-made habitats such as insect “hotels” and bird and bat boxes to help increase the local wildlife. [To find out about the new policy and whether a plot of land is eligible.](#)

04/26 Questions from the electorate. None.

Followed by the Meeting of the Annual Meeting of Longcot Parish Council

59/26 Election of Chair.

Andi Cunningham was unanimously nominated as chair.

60/26 Variance of business. None.

61/26 Declarations of interests. None.

62/26 Public Participation. None.

63/26 Register of Member’s Interests.

Annual review. Under the Council's Code of Conduct, Members are required to set out their interests under the appropriate headings and to make amendments when appropriate.

Details are held on the Vale of the White Horse District Councils website and amendment forms are available from the Clerk.

64/26 Council, Procedures, Policies and Information and Guidance Documents.

Council noted the next review date is 25 October 2029. The Clerk checks for any amendments to the documents which would be amended and brought to Council for approval prior to the review date.

65/26 Standing Orders.

Council reviewed and approved the Standing Orders.

66/26 Financial Regulations.

Council reviewed and approved the Financial Regulations.

67/26 Register of Assets 2026/2026.

Council reviewed and approved the register.

68/26 Bank Signatories.

Council approved the continuation of the current bank signatories.

69/26 Risk Assessment 2025/65.

Council confirmed that a review had been carried out and approved at a meeting held on 29 May 2025 (minute 78/25).

70/26 Subscriptions.

Council reviewed and approved the following subscriptions:

- i. Campaign for the Protection of Rural England
- ii. Oxfordshire Association of Local Councils.

71/26 Direct Debits.

Council reviewed and approved the following direct debits:

- i. Castle Water
- ii. ICO Data Protection

COUNCIL

72/26 Minutes of the Parish Council meeting held on Wednesday 13 May 2026.

Council resolved to approve the minutes which were signed by the Chair.

FINANCE

73/26 Expenditure.

Council approved the expenditure of £83 + VAT for Playsafety to carry out the annual inspection of the play park in July 2026.

74/26 Payments of Accounts.

Table 1 List of receipts received.

Statutory Power	Receipts received	Description	Total
Small Holdings and Allotments Act 1908	Allotment tenants	Allotment rent	£108.00

Table 2 List of expenditure.

Statutory Power	Payments due:	Description	Total
SO LGA 1972 S112	Staff costs		£549.00
BACS LGA1972 s111	Unity Trust	Bank charges	£7.00
UT001 LG (misc prov) Act 1976 s19	MRH Services	Service of play equipment and s&f timber goal posts	£921.63
UT002 LGA 1972 s111	The Net Result	Payroll and end of year processing	£118.00
L001 LGA1 1972 s111	A J Gallagher	Mower insurance	£272.51
L002 LGA 1972 S112	Inland Revenue	TAX Jan-Mar	£206.00
BACS LGA1972 s111	Lloyds Bank	Bank charges	£4.25
DD Telecom Act 1984 s97	EE	Mobile – Apr	£20.54
UT003 Accs & audit (Eng) regs 2011/817	Lisa Wilkinson	Internal Audit for the y/e 31/3/2025	£150.00
DD LGA 1972 s143	Information Commissioners Office	Membership	£47.00
UT004 LGA 1972 s140	Zurich	Council insurance to 31 May 2027	£471.00
BACS LGA1972 s111	Lloyds Bank	Bank charges	£4.25
UT005 LGA 1972 s134	Longcot Churchwardens	Room hire	£17.00
SO LGA 1972 S112	Staff costs		£274.50
DD Telecom Act 1984 s97	EE	Mobile – May	£20.54

AUDIT 2025/2026

75/26 Annual Governance and Accountability Return (AGAR) 2024/2025 form 2 for the year ending 31 March 2025.

- Council received and noted the Internal Audit report for the year ending 31 March 2026.
- Council noted that Lisa Wilkinson, Internal Auditor completed and signed the AGAR on 13 May 2026.
- Council approved the Certificate of Exemption which was signed by the Chair and RFO
- Council completed and approved Section1 Annual Governance Statement which was signed by the Chair and Clerk.
- Council approved Section 2 Accounting Statements which was signed by the Chair and RFO.
- Council approved the bank reconciliation.
- Council approved the explanation of variances.
- Council approved the breakdown of reserves.
- Council noted the commencement date for the exercise of public rights Saturday 20 June 2026 to Thursday 30 July 2026.
- Council noted the year end accounts.

PLANNING

76/26 Submitted planning application(s).

Council would submit the following comments.

Table 3 List of submitted planning applications.

Ref.	Planning application number	Address and proposal
i	P26/V1295/LB	Stone Farm, Majors Road, Longcot, Oxon SN7 7TR <i>Replacement of front entrance door with new.</i> No objections.
ii	P26/V1440/HH	The Byre, Kings Lane, Longcot. Oxon SN7 7TZ

Ref.	Planning application number	Address and proposal
		<i>Proposed extension to garage.</i> Object. The Byre has a long planning history that concerns its drainage due to the flooding of houses in the past, especially with regard to the house that lies below this property, where the runoff water directly runs. Longcot Parish Councils flood plan policy requests each and every build to submit a drainage layout plan to ensure that there is no risk to surrounding properties, and there was no drainage plan submitted with this application. The plans submitted do not show a shed on the plan that had retrospective planning allowed, it is important to show everything on the plan as the French drainage system that supports the site is critical to its sustainability as it is not connected to an outflow, so to assess the application everything should be represented. Council also note that a new patio has been laid behind the house, and as such this also adds to the big picture of the permeability capability of the plot which therefore could have changed since the decision was taken to allow building at the time. Although the planning application is for a meter extension to the garage, with a roof extension, this area is fragile when it comes to any exacerbation of water retainment or movement to both the Byre itself and the properties below. We would like input please from Leigh Travis, the drainage engineer at The Vale who has knowledge of this plot and can provide the reassurance required.

HIGHWAYS

77/26 Update on any matters.

- i. OCC Quiet Lane pilot programme expression of interest was discussed. An expression of interest has been submitted for Mallins Lane following residents complaints that the lane was not safe to walk along. If approved a quiet lane would be introduced under an experimental traffic regulation order which would run for a minimum of 6 months, feedback would be evaluated before any permanent decision was made.
- ii. Speed restrictors such as the installation of planters was discussed.

PLAY AREA & TRACK

78/26 New play equipment.

The council resolved to approve the quote from Sutcliffe Play of £22,116 + VAT to install new play equipment at The Dash Play Park.

The Council resolved to apply for the section 106 developer contribution Planning Application P15/V0271/O (16V49) Land at Kings Lane, Longcot SN7 7SZ (agreement date 2 June 2016) towards leisure and community facilities in the park of £21,559.51 held by VWHDC.

79/26 Play area.

The Council would arrange for the trees to be surveyed at the play park.

80/26 Track.

Nothing to report.

ALLOTMENTS

81/26 Allotment Tenancy Agreement.

Council resolved to approve the agreement.

82/26 Update on any matters. None.

DATE OF NEXT MEETING

83/26 Next meeting of the Parish Council.
TBC

The meeting closed at 9pm.

Signed.....Date.....2026