

WROXTON & BALSCOTE ANNUAL PARISH MEETING WROXTON & BALSCOTE PARISH COUNCIL
MINUTES OF ANNUAL PARISH MEETING AT
WROXTON VILLAGE HALL on 12th May 2025 at 7.00pm

Present:

Cllr Harvey Marcovitch - Chairman
 Cllr Duncan Collins
 Cllr Michael Roberts
 Cllr Miranda Ker
 Cllr Terry Humphreys
 Cllr Dominic Walshe
 Cllr Sarah Colbert

Clerk: Gail Williams

Members of the Public

2 (including Cllr D Webb)

23/25 Election of Chairman

Nominations were sought for the appointment of Chairman. The Members unanimously agreed that Cllr. Marcovitch should remain as Chairman.

24/25 Election of Vice Chairman

Nominations were sought for the appointment of Vice Chairman. The members unanimously agreed that Cllr Duncan Collins should remain as Vice Chairman.

25/25 Signing of Acceptance of Office

Cllr. Marcovitch & Cllr Collins accepted the office of Chairman and Vice Chairman, respectively. All paperwork was duly signed and passed to the Clerk.

26/25 Apologies

None

27/25 Allocation of Responsibilities

Continuing as previously.

Planning: *Balscote:* Cllr Roberts, Cllr Walshe, Cllr Marcovitch. *Wroxton:* Cllr Colbert, Cllr Humphreys, Cllr Ker & Cllr Collins.

Cemetery: Cllr Roberts, Cllr Ker & Cllr Collins

Highways: Cllr Walshe & Cllr Colbert

Closed Pub & Quarry liaison: Cllr Collins

Sports Field: Cllr Colbert

28/25 Matters arising from 2024 minutes, signed July 2024

No matters arising

29/25 Chairman's Report

Cllr. Marcovitch has circulated his annual report detailing the Council's activity over the past 12 months. The report was accepted by the Council. It will be published on the notice boards and village website following the meeting.

30/25 Election of Responsible Finance Officer

Cllr Colbert proposed Cllr. Michael Roberts as Responsible Finance Officer; this was unanimously agreed.

31/25 Presentation of the 2024/25 Accounts

Cllr Roberts presented the 2024/25 accounts, referring to the financial summary he provided to members of the public and councillors. He confirmed that the Parish finances are in good shape, with a surplus of £5,500 for the year. The Parish Council discharged all its responsibilities for the year and the accounts will be available for inspection from 2 June to 18 July 2025. He drew attention to two significant developments during the year:

First, the Parish Council had brought a successful claim in 2022 against the manufacturers of the original set of variable speed signs in the Oxford Small Claims Court. In common with many such claims, the cost of enforcement had proved to be prohibitive. As an alternative, the Council had registered a charge over the defendant's premises at the Land Registry, which had involved no additional costs. During the past year, the company had indicated that they would voluntarily pay the full amount of the award, as they wished to dispose of the property. Consequently, the Council has now recouped the whole of its original outlay on the two signs, plus costs and interest.

Secondly, the long awaited negotiations over renewal of the commercial telecoms mast at Stonepit 6 had been initiated by the tenant. As expected and previously reported, the effect of the 2017 Telecoms Code has meant that the renewal rent will show a sharp reduction, although the Council has in the meantime received four years worth of rent at the higher original rate, totalling £30,000, since the expiry of the previous lease in March 2022. A final issue in relation to the lease wording to which the Council had objected remained unresolved at the time of the meeting, but has since been conceded by the tenant.

The new lease will run for 10 years from March 2026 at a rental of £2,800 pa, with upward only triennial rent reviews based on RPI. Whilst lower than the previous rent, this is in fact a significantly better outcome than the Council had been led to expect. The tenant will also pay a material proportion of the Council's legal and advisory fees in relation to the negotiations.

In view of the now certain reduction in rental income from March 2026, decisions relating to the precept (which has not been raised for 9 years) will be put on the agenda for November's meeting, when the budget for 2026/27 will be set.

32/25 Accounts Pack and AGAR3 Return

Following completion of the internal audit of the accounts for the year to March 2025 by Mark Harris, Cllr Robarts had circulated copies of the full accounts pack and AGAR3 form to all Councillors ahead of the meeting, providing an opportunity for review of the documents and for any queries to be raised. The draft Notice of Public Rights and the proposed period for public inspection of the unaudited accounts had also been circulated. Cllr Marcovitch confirmed that he had received confirmation from all Councillors that they were happy with the documents as presented.

Resolutions were proposed, duly seconded and unanimously adopted, as follows:-

32/25.1 That the Annual Governance Statement a (Section 1 of the AGAR3) and the Accounting Statement (Section 2 of the AGAR 3) for 2024/25 be approved and that the Chairman and Clerk be authorised to sign Section 1 and the Chairman be authorised to sign Section 2

32/25.2 That the bank reconciliation statement as at 31 March 2025 (Schedule 2 of the supporting accounts pack) should be approved and that the Chairman be authorised to sign it,

32/25.3 That the completed AGAR3 form for 2024/25, together with the relevant Schedules from the Accounts Pack be submitted for external audit by Moore Stephens LLP.

32/25.4 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 20 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 15 May 2025.

33/25.5 A vote of thanks to Mark Harris (not present) was proposed by Cllr Marcovitch for his careful work on the Internal Audit and was unanimously supported.

There being no further business and no matters raised by those present, the meeting was declared closed at 7.30pm.

WROXTON & BALSCOTE PARISH MEETING WROXTON & BALSCOTE PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING AT
WROXTON VILLAGE HALL on 12th May 2025 at 7.30pm

Present:

Cllr Harvey Marcovitch - Chairman
 Cllr Duncan Collins
 Cllr Michael Roberts
 Cllr Miranda Ker
 Cllr Terry Humphreys
 Cllr Dominic Walshe
 Cllr Sarah Colbert

Clerk: Gail Williams

Members of the Public

2 (including Cllr D Webb)

35/25 Apologies: No apologies

36/25 Welcome to 2 members of the public

37/25 Declarations of Interest - none

38/25 Minutes of Meeting on 10th March - accepted

39/25 Matters Arising - none

40/25 Public Forum - no additional matters

41/25 Finance:

- Bank Reconciliation: approved
- Mast rental update - noted

42/25 Council Business**a) Decisions:**

- It was agreed to source a replacement cover for the Balscote defibrillator as the existing casing has broken and is resulting in repeated triggering of its alarm. Cllr Collins to provide details to Clerk.
- In relation to the earlier discussion at the Council's Annual Meeting regarding the state of negotiations with Wireless Infrastructure Group and their legal representatives ("WIG"), it was agreed that, provided that the outstanding issue concerning WIG's wish to offset rent paid in March 2025 against the rent payable under the new lease is conceded by WIG, Cllr Roberts is duly authorised to sign the new lease, excluding that provision, on behalf of the Parish Council in his capacity as Responsible Financial Officer.

b) Discussions:

- **Housing plans for villages. Our response.** Cllr Colbert and Clerk will monitor the Hanwell facebook page for any relevant information going forward but will not engage proactively.
- **Balscote Church Clock.** This is work still underway - funds have been allocated.

c) Clerk update:

- Defibrillator training organised for Saturday 17th May in Balscote Village Hall. Reminders to be sent to both villages by Clerk and Cllr Colbert (Wroxton).

43/25 Planning Applications**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

44/25 AOB

- New website and email addresses required by OCC (within the year) to be explored by the Clerk.
- Permitted planning enquiry regarding Radstone, Chapel Lane to be raised by the Clerk with enforcement team at Planning department, Cherwell
- **45/25 Date Of Next Meeting - Monday, 7th July 2025. Balscote Village Hall. 7.30pm**