



WESTERN VALLEY
Parish Council

Notice of a Meeting of Western Valley Parish Council

Thursday 13th November 2025 at 19:45, The District Centre, 1 Gentian Mews, OX11 6GR

All Councillors are summoned to a Meeting of Western Valley Parish Council.

Members of the public and press are invited to attend all council meetings.

(Public Bodies (Admission to Meetings) Act 1960)

Prior to the start of the meeting; Questions and comments from members of the public (limited to 10 minutes in total)

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting. Members of the public may make only one address to the council of no more than three minutes' duration and only concerning topics on the agenda. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.

AGENDA

1. To receive apologies for absence. [LGA 1972 s85(1)]

2. Declarations of Interests [LA 2011 s31]

2.1. To receive declarations of interest for items on this agenda

Members to declare any interests, including Disclosable Pecuniary Interest they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct. (NB this does not preclude any later declarations)

2.2. To consider requests for Dispensations [LA 2011 s33]

3. To approve the minutes of previous council meetings [LA 1972 Sch 12. Para 41(1)]

3.1. Meeting held on 11th September 2025

3.2. Matters arising from the minutes not elsewhere on the agenda.

4. To Receive Minutes of Committees

4.1. Planning Committee Meeting of 28th August 2025

Appendix A

5. To approve Councillor liaisons / representation on other bodies

Appendix B

6. Planning: to approve responses to the request to consult

6.1. R3.0107/25 & R3.0108/25 & P25/V2381/CM - Between A34 Milton Interchange and B4015 Clifton Hampden

Details Pursuant to Condition 25 (Climate vulnerability risk assessment of the Didcot to Culham river crossing section of the development (partial discharge) of planning permission no (R3.0138/21)

6.2. R3.0086/25

Details pursuant to Condition No. 12 (Protected species surveys & biodiversity mitigation and enhancement strategy) of planning permission no. R3.0138/21



- 6.3. P25/V2244/FUL - Boundary Park Pavilion Greenwood Way Harwell Didcot OX11 6EY
To install a timber clad converted storage container between football, rugby and cricket pitches to create a player shelter for use during matches and sports festivals.

- 6.4. P14/V2873/O – Valley Park Deed of Variation

Appendix C

7. Other Consultations to approve responses to the request to consult on non-planning matters

- 7.1. Movement and Place Plan: Science Vale
7.2. Statutory Consultation - South East Strategic Reservoir (SESRO)
7.3. Town & parish street cleansing survey

8. Western Valley Neighbourhood Plan

Appendix D

- 8.1. To receive an update on progress, including confirmation of the Area Designation
8.2. To note decision made by the Clerk under s101 delegation, to appoint Breakthrough Communications first steps meeting, to investigate how best to engage the community through the neighbourhood plan process, budget £450 – 26th November
8.3. To note decision made by the Clerk under s101 delegation, to invite ONPA to a first steps meeting, to detail how to go about a neighbourhood plan – 27th November
8.4. To approve budget for light refreshments for the meetings on the 26th and 27th November.
8.5. To appoint additional members to the Neighbourhood Plan Working Group

9. Clerks Report

Appendix E

- 9.1. To review the Action List
9.2. To note the price increase for Scribe from 1st April 2026.
NOTE: Formal Approval to continue with Scribe for 2026/2027 will be considered at the Annual Council Meeting in May 2026.
9.3. To approve purchase of 1-off Edition 14 of Arnold-Baker on Local Council Administration, £144 + £5.40 postage, and approve disposal of 1-off copy of the 13th Edition.
9.4. To approve moving to Joint CCllr / DCllr surgeries, on a variety of days and times. To propose to Harwell PC, that they occur on alternate months in each parish. To ask other Parishes in the County Councillors area if they wish to also take part. To cover the cost from the meeting room budget code, maximum six surgeries per council year.
9.5. To consider proposals by the Clerk for entrance signs, agree actions, quotes to be brought to a future meeting.
9.6. To consider proposals by the Clerk for regalia, agree actions, quotes to be brought to a future meeting.
9.7. To consider breaking the parish up on to zones, for each Cllrs to complete walkabouts to report on outstanding defects etc, whilst still awaiting formal adoption of the majority of the Parish. See appendix for proposed zones.



10. Finance 2025-2026

Appendix F

- 10.1. To consider and if suitable approve grant requests
- Citizens Advice Oxfordshire, £800, LGA 1972 s142, 2A(a)
 - Oxfordshire Play Association, £1,000 LGA 1972, a137
 - Home-Start Southern Oxfordshire, £2,000 LGA 1972 s137
- 10.2. To approve finalised payment list for September & October 2025
- 10.3. To approve payments list for November 2025; December 2025 & January 2025
- 10.4. To note receipts in September & October 2025.
- 10.5. To note the reconciled bank balances, up to 30th September & 31st October 2025.
- 10.6. To approve applying for a Unity trust debit cards, as soon as they are available.
- 10.7. To approve UPDATED Reserves Policy, and opening Redwood Bank 95day Saver account, and Depositing £85,000, interest to be transferred to Unity Trust Account each month.

11. Finance 2026-2027

Appendix G

- 11.1. To approve the Three to Five Year Long Term Plan
- 11.2. To approve the budget for 2026-2027
- 11.3. To approve the precept request for 2026-2027

Appendix G1

12. To receive Items of Correspondence and agree actions arising.

None.

13. Matters for future discussion.

14. To agree list of items from this meeting to be submitted to any local publication or our Facebook Page as a Parish Council Update.

15. Confirm the date and time of the next Council Meeting –12th February 2026.

In accordance with standing order 9b, proposals of motions should be submitted to the Clerk no later than 05th February 2026.

NOTE: should there be an item which requires the urgent attention of the Council, an additional meeting will be called.