



Minutes of a Meeting of Western Valley Parish Council

Thursday 10th July 2025 at 19:45, The District Centre, 1 Gentian Mews, OX11 6GR

Public Session – Prior to the Start of the Meeting

None.

Members Present:

Chair	Cllr S Peacock (SP)
Vice-Chair	Cllr A Thompson (AT)
Members	Cllr V Humphries (VH)
	Cllr A Dearlove (AD)
	Cllr P Knowles (PK)
	Cllr G Clarke (GC)

Officers Present:

Clerk to the Council	Mrs L White (LW)
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Public and Press: varying from 0 – 2 throughout the meeting.

Meeting started 19:45

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

Apologies were received in advance of the meeting from Cllrs Williams & Durman.

25.05.2. Declarations of Interests [LA 2011 s31]

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

None.

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

None.

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

25.05.3.1. Meeting held on 08th May 2025

It was agreed the minutes were an accurate record of the meeting and they were duly signed.

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

None.



25.05.4. To Receive Minutes of Committees

All of the below were RECEIVED.

25.05.4.1. Planning Committee Meeting of 27th February 2025

Appendix A

25.05.4.2. Planning Committee Meeting of 22nd May 2025

Appendix B

25.05.5. Planning [The Town and Country Planning (Development Management Procedure) (England) Order 2015]

To approve response to Planning Applications

25.05.5.1. P25/V1191/RM - Phase 3Pa and 3Pb Land to the West of Great Western Park (Valley Park)

Application for the Approval of Reserved Matters (Appearance, Landscaping, Layout and Scale) for Phase 3Pa and 3Pb comprising the Erection of 172 Dwellings, Public Open Space, Landscaping and Associated Infrastructure following Outline Planning Permission P14/V2873/O, including the discharge of Outline Condition 12 (CEMP), 13 (Landscape Management Plan), 14 (Tree Protection Plan), 15 (Landscaping), 18 (BEP), 23 (Foul), 24 (Surface Water) and 27 (ECMP).

Resolved: Approved Unanimously to submit the response NO OBJECTIONS.

Other Planning Related Matters

25.05.5.2. To approve lists of street names to give to propose to Vale of White Horse

Appendix C

Resolved: Approved Unanimously to submit the proposed names.

Scientist Tribute Cluster

- Turing Row
- Hawking Rise
- Fleming Close
- Lovelace Lane
- Darwin Drive
- Tesla Grove
- Galileo Gate

Biology & Chemistry Cluster

- Helix Grove
- Catalyst Close
- Genome Park
- Molecule Mews
- Isotope View
- Zymase Court

- Carbon Vale
- Bunsen Place

Physics & Astronomy Cluster

- Photon Crescent
- Quasar Drive
- Neutrino Place
- Orion Walk
- Eventide Horizon
- Kepler Way
- Astrolabe Row
- Nova Rise

Theoretical Physics Cluster

- Relativity Road
- Quantum Court
- Boson Boulevard

- Singularity Lane
- Entropy Rise
- Planck Path
- Dark Matter Drive
- Wavefunction Way

Robotics & AI Cluster

- Asimov Avenue
- Robotics Row
- Cybernetix Crescent
- Neuronet Close
- Autonomous Alley
- Logic Gate Lane
- Sentience Street



Navigation & Surveying Instruments Theme

- Theodolite Close
- Compass Rose Way
- Transit Arc
- Gnomon Rise
- Meridian Vale

Materials & Craftsmanship Theme

- Tinsmith Row
- Quarryglass Crescent
- Wroughton Lane (*play on "wrought"*)
- Steelgrain Walk
- Timberforge Way
- Flintbend Close

Classical Engineering & Architecture Theme

- Architrave Avenue
- Vitruvius Row
- Ionic Terrace
- Keystone Lane
- Parabola Place

Mechanical Movements & Mechanisms Theme

- Fulcrum Crescent

Historic Ships & Voyages

- Endeavour Avenue
- Discovery Drive
- Mayflower Mews
- Beagle Bend
- Cutty Sark Close
- Santa Maria Street
- Nina
- Pinta

Gemstone Ridge

- Leverstone Court
- Pinion Walk

Old English Engineering Words Theme

- Wainwright Lane (*wagon builder*)
- Smiddy Hollow (*smithy*)
- Rafter Mead
- Lintel Reach
- Fettering Close (*fetter = joint or clasp*)
- Plumbline Rise

Bridge & Infrastructure Metaphors Theme

- Spanstone Avenue
- Trestle Way
- Viaduct Hollow
- Abutment Close
- Caisson Vale
- Crossbeam Walk

Fluid Dynamics Theme

- Laminar Rise
- Vortex Hollow
- Inertia Lane
- Fluxfield Walk
- Eddybank Close

- Peridot Place
- Garnet Grove
- Jasper Junction
- Calcite Crescent
- Onyx Orchard
- Zircon Way

Historic Trade Routes & Roads

- Via Regia Road
- Pilgrim's Path
- Wool Road



- Saltway Street
- Ironway Rise
- Tin Route Terrace

- Chandler Close (candle maker)
- Cordwainer Crescent (shoemaker)
- Collier Crescent (coal merchant)
- Fuller Way (cloth cleaner)

Medieval Craft & Trade

- Cooper Court (barrel maker)
- Mercer Mead (textile)

25.05.6. Motion without notice to suspend the standing orders and invite the district and county councillors to address the meeting.

Resolved: Approved Unanimously to suspend the standing orders temporarily.

25.05.6.1. District Councillor

The Joint Local Plan hearing with the planning inspector has been held. Waiting to hear the outcome of the hearing which will impact the timelines, in the case of a need for re-consultation of the public if significant change is required.

WVPC Cllr raised disappointment in the SODC Planning for the future district offices had gone ahead, and then it being announced after approval, that the project will now not go ahead (in the local and national press). It was further commented by this council that the design approved does not give a building of note at the Gateway to Didcot. Similarly disappointment in the behaviour of a Cllr, commenting that Western Valley isn't even "in the SODC boundary" so why were they commenting.

Future Unitary boundaries were then discussed including future boundaries and the opportunities to respond to the consultations.

25.05.6.2. County Councillor

Full Council meeting was held two days ago. It was a very long meeting and only half the agenda was discussed.

- Agreed to write to the government to ask for better funding for SEND (Special Educational Needs and Disabilities) based on the current and projected spend on SEND proving.
- There was a proposal to use congestion charge to fund free travel for younger persons, the motion failed.
- Further motions not heard due to time.



Congestion, Congestion Charges, Bus Lanes, LTN's (Low Traffic Neighbourhoods) and the inability to now drive through the centre of Oxford now was discussed. Including the inability for healthcare workers to travel to the hospitals on public transport due to working hours and safety was also discussed.

The consultation on changing the hours at the recycling centres. The consultation appears to steer the responders to the preferred solution of the Council.

[ACTION] To write to the CClr regarding this.

25.05.7. To approve Terms of Reference for the Bollards Working Group Appendix D

Resolved: Approved Unanimously to adopt as written, and appoint Paul Hayward; Cllrs Dearlove; Thompson & Peacock as the first members of the working group.

25.05.8. To approve Terms of Reference for the Neighbourhood Plan Working Group Appendix E

Resolved: Approved Unanimously to adopt as written, and appoint Cllrs Dearlove; Humphries & Thompson as the first members of the working group.

25.05.9. To approve Councillor liaisons / representation on other bodies.

Resolved: Approved Unanimously to suggest to the following organisations that there could be a liaison if they so wished, Clerk to write to all of them to ask if they would be amenable to a liaison:

- Boundary Sports Association
- Thames Water
- Power Station
- Landfill
- Harwell
- Didcot Chamber of Commerce
- To use the Harwell PC list to create a Western Valley Parish specific list.

25.05.10. To consider upcoming training courses and approve attendance & budget Appendix F

Resolved: Approved Unanimously, Clerk's attendance at SLCC National Conference, maximum budget £660, but to ask all three of the other parishes the Clerk is employed at to contribute.



Resolved: Approved Unanimously the Clerk's registration on the Level 4 Community Governance, maximum budget £7000 over 2 years, to include some expenses. Subject to approval of a suitable training contract requiring payback if the Clerk leaves employment mid-qualification, to be brought to a future meeting for approval.

25.05.11. Clerks Report

25.05.11.1. To review the Action List

Action List

See Action List.

25.05.11.2. To approve purchasing Parish Online Subscription £162.

Resolved: Approved Unanimously to subscribe, Budget £162.

25.05.12. Finance 2025-2026

Appendix G

25.05.12.1. To approve the Insurance cover for this year, the final year of our 3 year LTA.

Resolved: Approved Unanimously, budget £370.40, and to send the updated Asset Register to the insurers.

25.05.12.2. To approve finalised payment list for May & June 2025 & payments list for July 2025

Resolved: Approved Unanimously as below:

Voucher No	Date	Net	VAT	Total	Description
JULY					
27	15/07/2025	£50.00	£10.00	£60.00	Domain Renewal
20	13/07/2025	£26.00	£0.00	£26.00	WFH Allowance
21	13/07/2025	£10.30	£2.06	£12.36	Microsoft 365
23	13/07/2025	£9.99	£1.99	£11.98	Hosting
24	13/07/2025	£193.79	£0.00	£193.79	Meeting Room Hire
28	11/07/2025	£370.40	£0.00	£370.40	Insurance
29	11/07/2025	£60.00	£12.00	£72.00	Training Course
30	11/07/2025	£371.50	£74.30	£445.80	PO Box
31	11/07/2025	£408.00	£81.60	£489.60	Scribe
	Total Staff	£597.07		£597.07	
	Total	£2,097.05	£181.95	£2,279.00	
JUNE					
18	30/06/2025	£6.00	£0.00	£6.00	Bank Fees
15	13/06/2025	£26.00	£0.00	£26.00	WFH Allowance
16	13/06/2025	£10.30	£2.06	£12.36	Microsoft 365
17	13/06/2025	£9.99	£1.99	£11.98	Hosting
13	08/06/2025	£92.11	£0.00	£92.11	PAYE Deductions
	Total	£144.40	£4.05	£148.45	



WESTERN VALLEY

Parish Council

MAY					
9	31/05/2025	£6.00	£0.00	£6.00	Bank Fees
11	15/05/2025	£26.00	£0.00	£26.00	WFH Allowance
12	15/05/2025	£10.30	£2.06	£12.36	Microsoft 365
14	15/05/2025	£9.99	£1.99	£11.98	Hosting
	Total Staff	£422.11	£0.00	£422.11	
	Total	£474.40	£4.05	£478.45	

25.05.12.3. To note receipts in April, May & June 2025.

NOTED as below:

Voucher No	Date	Net	VAT	Total	Description
3	30/06/2025	£629.40	-	£629.40	Bank Interest
2	01/05/2025	-	£776.63	£776.63	VAT Refund
1	03/04/2025	£ 25,094.00	-	£25,094.00	Precept



25.05.12.4. To note the reconciled bank balances, up to 31st May & 30th June 2025.

NOTED as below:

May 2025

A	Bank Reconciliation at 31/05/2025		
	Cash in Hand 01/04/2025		91,350.57
	ADD Receipts 01/04/2025 - 31/05/2025		25,870.63
	SUBTRACT Payments 01/04/2025 - 31/05/2025		117,221.20
			1,215.12
	Cash in Hand 31/05/2025 (per Cash Book)		116,006.08
B	Cash in hand per Bank Statements		
	Petty Cash 30/04/2025	0.00	
	Unity Trust Current 31/05/2025	5,360.07	
	Unity Trust Reserve 31/05/2025	110,646.01	
			116,006.08
	Less unrepresented payments		
			116,006.08
	Plus unrepresented receipts		
	Adjusted Bank Balance		116,006.08
	A = B Checks out OK		

Current Account: £5,360.07

Reserve Account: £110,646.01



June 2025

A	Bank Reconciliation at 30/06/2025		
	Cash in Hand 01/04/2025		91,350.57
	ADD Receipts 01/04/2025 - 30/06/2025		26,500.03
	SUBTRACT Payments 01/04/2025 - 30/06/2025		117,850.60
			1,363.57
A	Cash in Hand 30/06/2025 (per Cash Book)		116,487.03
B	Cash in hand per Bank Statements		
	Petty Cash 30/04/2025	0.00	
	Unity Trust Current 30/06/2025	5,211.62	
	Unity Trust Reserve 30/06/2025	111,275.41	
			116,487.03
	Less unrepresented payments		
			116,487.03
	Plus unrepresented receipts		
B	Adjusted Bank Balance		116,487.03
	A = B Checks out OK		

Current Account: £5,211.62

Reserve Account: £111,275.41

25.05.12.5. To approve salaries and hours for the year ahead.

Recommendations of the Staffing Committee were given.

Resolved: Approved Unanimously SCP 26, up to 8 hours per week, back dated to 1st April 2025.

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

- The request for fence on the grass at Cottongrass Road, including actions of the Clerk to contact the developer; OCC & Vale of White Horse, asking if this would be possible. [ACTION] to send full details of the request to all councillors for information.



25.05.14. Matters for future discussion.

Items to include:

- Community Governance
- Paid for Facebook promotion

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

Items to include:

- Community Governance.
- Bollards
- Neighbourhood Plan

25.05.16. Confirm the date and time of the next Council Meeting –11th September 2025.

In accordance with standing order 9b, proposals of motions should be submitted to the Clerk no later than 04th September 2025.

Confirmed, to call an additional meeting of required to meet the deadline for Community Governance consultation.

There being no further business to be transacted the Chair closed the meeting: **21:06**