

Minutes of Charlton on Otmoor Parish Council Meeting held on 4th December 2025 in the Percy Collett room of the Community hall at 7.30 pm.

Present: Chairman - Bryn Walker. Councillors: Ray Walters, Dawn Channon and Simon Hutchinson.
Clerk: S Hatwell.

1. **Apologies:** Cllrs: Colin Thompson and John Hudson.

2. **Declarations of Interests:** Cllr B Walker - Agenda item Section 6 - Football Club lease.

3. **Public Session** - None Present.

4. **Cherwell District & Oxfordshire County Council updates/news.** Cllr Laura Gordon had sent her apologies and included a report in her email (see attached), which was read out at the meeting.

5. **Approval of the minutes from the meeting held on 12th November 2025 in the Percy Collett room of the Community Hall at 7.30 pm.** It was RESOLVED by the Parish Council to accept the minutes as a true representation of the meeting, and the chairman then signed the minutes.

6. **Updates on progress from the meeting held on Thursday, 12th November 2025.**

a) **Wall - alongside the old cemetery** - The clerk had emailed the conservation team at CDC, but stated that no reply had been received. Clerk to chase up.

b) **Football Club lease.** Further discussions will be held for the Football club and the Parish Council to have before a draft lease is drawn up in the New Year.

7. **Finance:**

a) **Budget** - After discussions, it was RESOLVED by the Parish Council to increase the precept from £11,000 to £13,000 due to ongoing costs and the proposed purchase of speed awareness signs, solicitor's fee for the new football club lease and the loss of the adopt a site remittance. The clerk will inform CDC of our precept request for 2026/2027.

b) **Payments for approval:** S Hatwell - December pay.

c) **Payments already paid** - SLCC membership £80.00, Kalkwik - hosting of Parish website - £102.00.

8. **Burial Grounds** - Cllrs Walker and Hudson had cleared the gully and drain outside the new cemetery. The clerk had reported the blocked drains to FixMyStreet. It was also reported by a member of the public that engineers had been out to inspect the drains/ditches. We are awaiting their report.

9. **Planning - 25/02912/F - Blacksmith Cottage, Blacksmiths Lane** - Proposal for the construction of a single-storey contemporary garden building to be used as a home office. *No objections were raised.*

10. **Governance** - a) **Risk Assessment** - It was RESOLVED by the Parish Council to approve the assessment after amendments were made. b) **Vacancy** - The notice of vacancy had now passed, and no election was requested to fill the vacancy, so the Parish Council are now able to co-opt. If you would like to apply, please contact the clerk for an application form.

11. **Training.** None

12. **Village Matters.** None

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8-1-2026

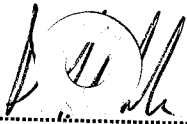
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13. Environment/climate - NTR

14. Dates of the next meetings: 8th January 2026, 12th February, 19th March, 16th April, 14th May, 18th June, 16th July, 10th September, 15th October, 12th November, 10th December, 7th January 2027.

15. Items for further discussion - None raised.

There being no further business, the meeting closed at 9.10 pm. The next meeting will be held on 8th January 2026 in the Percy Collett room of the Community Hall to commence at 7.30 pm.



Chairman. .

Date: 8th December 2026