

Barford St John and St Michael Parish Council Meeting

Wednesday 24th June 2026 at 7:30pm in the Village Hall

Present: Cllrs Turner, O'Brien, Charman, Tucker and Kenny, County Cllr Gareth Epps, District Cllr David Rogers, Ms Snell (Parish Clerk and Responsible Financial Officer)

Apologies for absence: Cllr Lovell

26/036 26/036/01 26/036/02	Election of Chair and Vice Chair Cllr O'Brien nominated Cllr Turner to be Chair. This was seconded by Cllr Tucker Cllr Turner nominated Cllr Tucker to be Vice-Chair. This was seconded by Cllr O'Brien.
26/037 26/037/01 26/037/02	Co-Option of Councillors Councillors Kenny was co-opted. Councillor Charman was co-opted.
26/038	Declarations of Interest Cllr Turner recused herself from discussions of Applea Banks planning permission as they are a neighbour.
26/039	Minutes of the last meeting: It was RESOLVED that the minutes of the meeting held on 6 th May 2026 were a true and accurate record (unanimous) and signed and initialled by the Chair.
26/040	Public Participation: No members of the public attended.
26/041 26/041/01 26/041/02 26/041/03	Clerk's Report: Significant time has been spent this month preparing for the audit and submission of the AGAR. The internal auditor's recommendations have been carefully considered for the coming financial year. There were two responses to the survey about the vehicle activated speed sign but no disagreement as to its placement in Barford St John. The Clerk is meeting with Oxfordshire Highways to discuss a location. County Cllr Epps has offered up to 50% of the unit purchase cost from his councillor priority fund, if required. Oxfordshire County Council's Priority Action Fund have shortlisted the Parish Council's flood awareness project as one they would like to support. The Clerk will meet with them soon to discuss plans before funding can be released.
26/042 26/042/01 26/042/02 26/042/03	Playground Committee Update: The football goal is not a standard size but a net has been found and will soon be ordered. The cost will be supported by a grant from the Village Trustees. The Duck Race will take place on 6 th September and will be advertised in the Barford News. Toilets have been ordered and a meeting (attended by Cllr Turner) will soon be advertised publicly for anyone wanting to be involved. The Playground Committee will reimburse the Parish Council for covering payments for the playground repairs.
26/043 26/043/01 26/043/02	Correspondence: The Clerk received a request from a resident of Barford St John for further grasscutting along Mead Road. The Councillors agreed that around a third of expenditure annually is already on grasscutting and that the area requested is small enough that a resident could do it. There was no clear safety requirement for it. A resident of Robins Close contacted the Clerk about parking for Electric Vehicles for houses with no driveway/allocated parking. County Cllr Epps provided a link and further details of an Oxfordshire-wide scheme supporting putting EV charging cables in channels under the pavement. Cllr O'Brien will

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26/043/03	check if there are any grants available to support setting up a public EV charging location in the villages. The Clerk was contacted by Oxfordshire County Council about a county-wide Quiet Lanes initiative. From discussion with County Cllr Epps, this would restrict farm vehicle access, so would not necessarily be suitable for South Newington Road, which was considered.
26/044 26/044/01 26/044/02 26/044/03 26/044/04 26/044/05	County Council Report – Gareth Epps: Botley Road is due to reopen in September. The temporary congestion charge is expected to be lifted and replaced with bus gates. There is a programme of Highway maintenance planned including jetting of drains for the Barfords in July. A meeting about North Oxfordshire Topsoil, who has been reportedly breaking restrictions and working outside of allotted hours, will take place on 29th June and will be attended by Cllr Turner. The Quiet Lanes proposal was highlighted and County Cllr Epps will discuss this first with local farmers about whether this may be suitable for South Newington Road. Residents affected by the proposed Oxfordshire Strategic Rail Freight Interchange at Ardley can register to have their say by 19th July 2026: https://national-infrastructure-consenting.planninginspectorate.gov.uk/projects/TR050008
26/045 26/045/01 26/045/02 26/045/03	District Council Report – David Rogers: Cherwell District Council has become designated, which means that planning applicants can bypass CDC and send their applications directly to the Planning Inspectorate. CDC is working to have this removed. District Councillor Rogers has shared a link to a Friends of the Earth report for Councillors to environmental data in their area. Devolution is continuing, working towards having a mayor for the Oxfordshire County Council area. This may be easier to deliver than local government reorganisation, which may now be imposed by the government.
26/046 26/046/01 26/046/02 26/046/03	Parish Matters: Allotments – Cllr Charman is writing a new contract for approval from the Parish Council. A start date of September is expected. It is proposed that the first twelve months will be free, for anyone newly taking over an allotment to give them chance to make improvements. Someone is coming to price up the new gate post and a skip is being ordered. Any issues or faults should be reported to Cllr Charman. Parish Council Representative for Village Hall Management Committee – An additional councillor is required for VPMC meetings. Cllr Tucker has agreed to attend. Parish Council Assets Register – The Parish Council requires an up to date assets register and the Clerk asked all councillors to confirm what should be included based on their knowledge. This should include dog bins, new multipurpose bins, three village noticeboards, the playground furniture in both playgrounds, street furniture (benches), the defibrillator, as well as consider some new additions that will be bought this year. The Clerk will prepare this for the next meeting.
26/047 26/047/01 26/047/02	Planning: 26 0141 TCA – Dyers Farm, Horn Hill - no objections 26 01387 F – Applea Banks, Lower Street - no objections
26/048	Reports from Meetings:

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26/048/01	Internal Audit Report – the Parish Council would like it noted that they found the report extremely thorough and helpful and will be noting its recommendations. Cllrs Tucker and Kenny will be added to the banking mandate and will become second signatories. A Parish Council laptop may be considered for the Clerk in the future but is not currently required.
26/048/02	Highways for VAS pole – this meeting was rearranged from 24 th June to 26 th June. It is anticipated a recommended location for the pole will be at the end of Church Lane in Barford St John.
26/049	Finance:
26/049/01	Review Accounts Against 2026/27 Budget - The accounts were reviewed against the budget. S137 grants this year will be below the level budgeted as grants made to the Village Hall Management Committee will no longer be categorised under S137 as they fall under LGA 1972 (Misc Provisions) Act 1976 s.19. They will now be under Donations/Other Grants.
26/049/02	Approve Upcoming Payments - Payments totalling £1,801.02 were approved, including the Clerk's pay, grasscutting costs, payment for the internal auditor, the S137 grant to the PCC and playground repairs.
26/049/03	AGAR Annual Internal Audit Report – this was received and noted.
26/049/04	AGAR Annual Governance Statement – Section 1 of the AGAR was checked and approved.
26/049/05	AGAR Accounting Statements – Section 2 of the AGAR was checked and approved
26/049/06	AGAR Certificate of Exemption – the Certificate of Exemption was checked and approved.
26/049/07	Volunteer Driver Service CIC Grant Request – A request for £30 for raising awareness of this service through leaflets was requested. The Parish Council considered this request and agreed that they would like to offer subsidised funding as a community service/charity through their existing funding support for the Barford News, potentially once per quarter (and therefore saving the service advertising costs) as well as through the website, Facebook and WhatsApp groups. It would then be useful to know if this has had an impact on use of the service the following year.
26/049/08	Cloud Storage for the Clerk – Zoho WorkDrive has been tested out and it was agreed that this was the most straightforward solution for file sharing and cloud storage. The Clerk will also purchase a hard-drive.
26/049/09	Pension for the Clerk – the Parish Council will register with the Pensions Regulator and, as the Clerk falls below the threshold for pensions, will declare that it does not have to provide a pension scheme.
26/050	AOB: Items for information or the next agenda
26/050/01	Is there a reason the path from the bridge does not extend all the way into Barford St John? – There is not enough verge/the road is not wide enough.
26/050/02	Do the Barfords require a Neighbourhood Plan? – this is not currently recommended as the village is a Category C village and current government policy is to add to Category A villages.
26/050/03	The Clerk will follow-up with Oxfordshire Highways regarding the items agreed at the March walkaround.
26/050/04	Russell Nicholls and Cllr Charman ground down the tree stump on The Green.
26/050/05	The Parish Council has been asked to prepare a window for the Blooms and Tunes Festival – Cllr Turner will do this.

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The next Parish Council Meeting will be held on Wednesday 2nd September 2026 at 7:30pm in the Village Hall.

There being no other business, the meeting closed at 9:47pm.

Signed by the Chairman

Date

DRAFT

INITIALS: