

Annual meeting of the Over Norton parish Council

The Over Norton Annual Parish Council meeting was held at the Over Norton Village Hall on Thursday 07th May 2026 at 7pm

The following persons were present: -

Cllr G Pashley, Chairman

Cllr R Harris

Cllr M Harrison

Cllr C Harrison

Cllr A Wilson

Mrs K Llewellyn, Parish Clerk

Minutes

26/26 **Electing the Chairman** – Cllr C Harrison proposed Cllr Pashley
Cllr Harris seconded, Cllrs agreed

26/27 **Apologies for absence** – Cllr Llewellyn

26/28 **Declaration of interest** – None

26/29 **Agree minutes of the meeting held on 19th March 2026** –
Minutes agreed

26/30 **Matters arising from the previous minutes-**

Clerk looked into the responsibility of the Parish council having trees assessed. Clerk found legal president of the standard 3 year rule not being sufficient to avoid liability. The Cases suggests every 2 years – 18 months.

Clerk presented a draft tree risk assessment and management log, gave information regarding training that would be required/suggested to allow councilors to perform some checks. This was decided against. Council would like to have a professional check the tree every 18 months (this allows for checks to be completed in summer and winter on alternate visits). The clerk will try to obtain 3 quotes for an ongoing contract, but with an initial check ASAP. the Next inspection would be planned for March 2028 (unless anything in the initial check suggests a sooner inspection is required)

26/31 **Public participation** - none

26/32 **Review of Policies:** - all policies agreed

- I. delegation arrangements
- II. adoption of appropriate standing orders and financial regulations;
- III. complaints procedure;
- IV. policy for dealing with the press/media;
- V. freedom of information and data protection policies Review of the employment policies and procedures;

26/33 **Review of asset register** – reviewed and agreed

26/34 **Confirmation of arrangements for insurance cover** – Clerk confirmed council has insurance that is renewed in November. Cllrs happy we have adequate insurance

26/35 **Review of the subscriptions:** OALC & SLCC & Office 365 all agreed to continue with them.

26/36 **Review of the Council’s expenditure incurred under s.137** – None

26/37 **Planning** - 26/00462/LBC, 26/00461/HHD, 26/00655/LBC no objections

26/38 **Street lighting** – Clerk will chase the repair of light in Quarhill close

26/39 Finance –

Invoices to pay

Wel medical £81.48

ICO £52

SLCC £116

Thomas Fox (Fuel surcharge) £7.20- agreed, will discuss at each meeting and decide if to agree (bi monthly)

Thomas Fox £573.57

Payments since last meeting

Danny Wilson- £100

Creative Sign and design £15

WODC £261.14

Staffing £279.06

Earmarked amounts agreed

General reserves £18,000

Village Hall repairs £33,427

Play Area £10,000

Parking project £9,000

Bank reconciliation

Balance as per bank statement 01/04/2026 £70,327.26

Date Chq Written	Chq No.	Details	Paid out	Received in
09/04/2026		Precept		£16,055.00
05/05/2026		WODC - Bins	£261.14	
05/05/2026		Wages	£279.06	
05/05/2026		Creative sign & Design LTD (delivery)	£15.00	
05/05/2026		Danny- Grass	£100.00	
Total			£655.20	£16,055.0

Balance £85,727.06

Bank Balance as

per 07/05/2026 £85,727.06

Agreed to pay Clerk an extra 26 Hours in Mays pay.

26/40 **Correspondence** – We received a letter from Chipping Norton Town Council informing us they will be requesting to have boundaries changed. Councilors are not in agreement with this. Clerk presented a draft response, Councilors would like to add this is nearly 10% of our houses and how this will have a drastic effect on economy and increase the costs for local residents.

Cllr Wilson looked into the pot holes and has been told they will be fixed soon. They came out and marked some of them for repairs in March but they got washed away

26/41 **Any other business** – On the Over Norton road the pavement is in bad state of repair and the grass etc is narrowing the pavement (where the bank slopes down to the road), clerk to put on fix my street. Will also get a quote from Thomas Fox to clear the pavement.

26/42 **Date of Next Meeting** - 25th June at 7.30