

Begbroke Parish Council

Clerk to the Council: Louise Wright, 21 Park Avenue, Kidlington, OX5 2AS.

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MINUTES-ACM 20 April 2026

1 Present:

1.1 Peter Finbow, Malcolm Ryder, Leslie Allen, Candida Javaid, Beverly Appleton, Lindsay Gregory,

Apologies:

1.2 Dionne Wright

2 Election of Chairman and Vice Chairman, Acceptance of Office Forms,

2.1 Chair – Proposer; Peter Finbow, Secunder Lindsay Gregory. Malcolm Ryder was elected as Chair.

2.2 Vice Chair – Proposer; Lindsay Gregory, Secunder Peter Finbow. Leslie Allen elected as Vice Chair.

2.3 Resignations and appointments.

No resignations. Candida Javaid was elected formally to the Parish Council as a Councillor. All agreed.

3 Minutes

3.1 The minutes of the meeting Monday 2 March 2026 were confirmed as a true record.

4 Declaration of Disclosable Pecuniary Interests, Gifts or Hospitality

Clerk declared that the internal audit was done by a work colleague at the University of Oxford and friend.

5 Matters Arising

None

6 A44, Highways & Begbroke Science Park

Begbroke Science park to be removed from upcoming agendas. Action: Clerk.

Begbroke Crossing. Chair has verbally asked the crew that was working at the crossing previously to adjust the time of the traffic light changes after the crossing button has been pressed so that the light change is quicker. Chair will chase up.

7 Reports from County/District Councillors/Other contributors

7.1 County Councillor – report. May/June report sent to councillors

7.2 Cherwell District Councillor – report. May/June report sent to councillors

Key points from the update include:

Requested flood grant equipment is on its way to the Parish Council
Potholes in slip road are due to be fixed in the next couple of days
Flooding expressions of interest need to be sent by 4th May.
Campsfield house protest will be on Saturday 25th April

7.3 OALC Report-April sent to councillors

7.4 Cherwell Parish Bulletin-No report as yet

8 Council Representatives

8.1 BVHMC Report.

Section 106 proposals from the village hall is requesting car park and playground equipment move. The proposal has gone off to Bloombridge.

Les has forwarded to Lesley McLean to ask if the changing rooms will be included

Action: Clerk to send a copy of our risk assessment to the Village Hall committee.

Reminder to be mindful when forwarding emails with contact details in

The issues of the ramp have still not been rectified

Legionella works are in process

No invite has been received from the village hall to meet and talk about the section 106, however Malcolm has met with them on a few occasions.

Les will also speak to the village hall about having better communication with Nigel Prickett regarding grass cutting.

8.2 Oxford Airport Consultative Committee

No updates

A resident has complained about increase in aircraft noise. Action: Clerk to forward along email for them to complain directly to the airport.

9 New Business

9.1 Meetings for 2025-26– see below –

9.2 Begbroke Lane there was a few bags of garden rubbish were reported by a resident, these have now been cleared.

Malcom will be planting more cowslips in Begbroke Lane and Candida will help.

9.3 Insurance for play equipment.

Les gave us an overview of the play equipment and who and what is insured.

The issues are as follows:

Some of the play equipment was purchased by the Village Hall committee, some from grants and some by Begbroke Parish council

Zurich, who insures our play equipment, will no longer insure equipment owned by the Village Hall.

The treasurer has written to the clerk to arrange a meeting to discuss the points.

The assistant clerk will be getting a list together of who owns which bits of play equipment.

Lesley confirmed that there is a difference between maintenance and ownership.

Lesley suggested drawing up a document to give ownership over to Begbroke Parish council and then we can ensure that we can insure the equipment.

Clerk to draft a document, or search for a document to transfer ownership of all play equipment to the Parish Council.

Clerk to check with OALC if the document is okay.

10 Planning

10.1 [Search Results - Planning register | Planning register | Cherwell District Council](#)

26/00734/OUT-Bloombridge Development

11 Correspondence (See register for full details of postal correspondence)

12 Financial Matters

12.1 Balances/Liabilities: Unity Trust Bank £20,600.44 (see attached cashbook report)

12.2 Quotations/Tenders/Grants - none

12.3 Bank Matters - none

12.4 Other Financial Matters

12.4.1 Consider and agree Section 1 of AGAR return – Annual Governance Statement 2025-6-agreed and signed by Clerk and Chair

12.4.2 Consider and agree Section 2 of AGAR return Accounting Statements 2025-26-Agreed and signed by Clerk and Chair.

12.4.3 Pension regulator-Clerk and Assistant clerk have opted out of pension.

12.4.4 Grant application of £500 from the Link Magazine was approved.

13 Health and Safety Matters

13.1 Playground inspection reports.

13.2 Review of Begbroke Parish Council Play Area Inspection Risk Assessment 14/03/2025.

The risk assessment has been done and reviewed, Clerk to send

Action: Clerk to add Mike Hopcroft and Candida Javaid to be added to the rota

14 Training – requests - arranged. Clerk is doing the training.

15 Freedom of information requests/receipts - none

16 Footpaths, Bridleways and Restricted Byway (RUPP)

Lesley will talk to the assistant clerk regarding the path through to Parkers farm.

17 Village – Natural Environmental Matters

None.

17.1 Flood Project funding

Candida asked if there was a point in applying for further funding.

Action: All to think about what we would like to apply for in the funding.

Candida suggested digging out the ponds again in the fields in Begbroke Lane

Action: Clerk to find the previous flood funding application.

Lesley confirmed that we will not get any funding through for a river, for example Rowel Brook as the responsibility is the land-owners to deal with the issues. She would not waste our application on asking for money for this.

Action: Chair to arrange a meeting with the hydrologist who works for Estates at the University to discuss the pond.

Candida noted that there is also an impact on the animals as the increase in flooding is causing animal deaths also.

Cherwell district council will now have access to Karbon flood reporting.

18 Website & Information

Clerk to make updates to website and fix any broken links. Candida kindly offered to review the website and let the Clerk know of any issues.

19 Proposed dates of the Next Meeting (s):

19.1 June 1st, 2026

Signed _____ Louise Wright - Clerk to Begbroke Parish Council.

Begbroke Parish Council Meeting timetable for 2026-2027

Month/Year	Day	Time	Subject of Meeting
2026			
April	20 th	6.00 pm	ACM and AGM Governance and Accounting statements.
May			No meeting
June	1st	6.00 pm	
July	6th	6.00 pm	
August	3rd	6.00 pm	
September	7th	6.00 pm	
October	5th	6.00 pm	
November	2nd	6.00 pm	
December	7th	6.00 pm	Budget meeting
2027			
January			No meeting
February	1st	6.00 pm	Document reviews
March	1st	6.00 pm	

Public Holidays 2026-7

April 3rd Friday Good Friday

April 6th Monday – Easter Monday

May 4th Monday – Early May Bank Holiday

May 25th Monday – Spring Bank Holiday

August 31st Monday Summer Bank Holiday

December 25th Friday – Christmas Day

December 28th Monday – Boxing Day (Substitute Day)

January 1st Friday – Good Friday

March 26th Friday Easter Monday

March 29th Monday – Easter Monday