Oxhill Parish Council
Minutes of a Parish Council Meeting
Held Tuesday 15th September 2026 at 6.30pm
in The Village Hall, Main Street

Councillors Present
Cllr Robertson (Chairperson), Cllr Hobill, Cllr Mercer, Cllr Rivers Fletcher and Cllr Shepard

Mrs C Coles (Parish Clerk), County Councillor Chris Mills, District Councillor Malcolm Littlewood and five villagers

The Chair thanked everyone for attending.

26/54. Apologies for absence
None.

26/55. To receive Declarations of Interest under the Council's Code of Conduct relating to business on the agenda
Cllr Mercer declared an interest in the planning application at 16 Leys Field.

26/56. To approve and sign the minutes of the meeting held on 21st July 2026
The minutes of the last meeting were approved and signed as a true and accurate record of the meeting.

26/57. To receive an update on progress from previous minutes (for report only by the Chair/Parish Clerk)
There were no updates to report.

26/58. Public Participation Session
Mr Harbour, Chair of the Village Hall Committee was at the meeting. He spoke about the village hall roof that has skylights in and an 'L' shaped section covering part of the hall as well as the storeroom. The roof is formed by the use of SIP (structurally insulated panels) i.e. sections that consist of 2 panels of chipboard sandwiching a rigid insultation material. They provide good insulation properties. The architects plan was for this roof to be covered with metal sheeting with vents every 10 inches or so thereby allowing the panels to 'breathe' and let any condensation escape. For whatever reason, probably cost, the Architects plan was not adhered to and instead of metal sheeting with vents, the SIP panels were covered with a bitumen type adhesive and roofing felt was laid on top of that to make the roof waterproof. A building group of volunteers who have experience in construction, plumbing and electrical installations carried out an informal survey of the building, and as part of that survey had concerns about aspects of the building including the SIP roof. One of them contacted the SIP manufacturer that supplied the panels and enquired as to whether the way the roof has been finished is correct. SIPco wrote back and stated that using a Bitumen type adhesive and roofing felt would lead to condensation and rotting of the wooden panels. The trustees could not ignore the problem and they have ring fenced a sum of money that they planned to grow to cover an estimated cost of replacing the roofing felt. The sum now stands between £12-£14K. The Chair and a couple of members from the building group went onto the roof a few weeks ago and the roof is deteriorating quicker than they had hoped.

Signed Dated 17th November 2026

They need to make the change as quickly as they can. They are awaiting formal quotations for the work but expect it to cost in excess of £30K. They plan to raise more funds but asked the Parish Council if they could cover the shortfall. They cannot get any grants because they will not provide money for errors in construction.

Cllr Rivers Fletcher asked how much would the Parish Council need to give? The Parish Council have money set aside for another purpose but recognise the village hall is an important asset. The Parish Council have already invested in the solar panel project and Cllr Mills gave money for the new heater for the hall. Cllr Littlewood spoke about an SDC Community Grant but Mr Harbour had enquired and were told they were not eligible as construction mistakes had been made.

26/59. To receive a report from the County and District Councillors

A report from Cllr Mills was received and circulated. The main points included:
Crisis and Resilience Fund Community Grant Fund, New childminder grants launched in Warwickshire Improved mental health service for children and young people, Investment in schools and SEND provision, Warwickshire Police – We're Listening Campaign, Your views on ANPR traffic restriction enforcement, Operation Etone, Vaping and nicotine information for young people, Carers, Dementia – Alzheimers Month, Youth Mental Health Day, Top tips for young people leaving home and Update on fridge collection at recycling centres.
The full report is on the village website www.oxhillcommunity.co.uk.

A report from Cllr Littlewood was received and circulated. The main points included:
Overview for September, Devolution and Local Government Reform, South Warwickshire Local Plan (SWLP) and 19 Public consultation, Regulation 19 consultation. The full report is on the village website www.oxhillcommunity.co.uk. Cllr Littlewood spoke about LGR which has now been paused. District and Parish elections will take place next year. The SWLP consultation ended on 8th September. Some parishes submitted lots of surveys. An updated National Planning Policy Framework (NPPF) was published on 16th August. There is no 5 year land supply and a Local Planning Authority is limited on how they can distribute weight to planning arguments. Their judgement is strictly limited by statutory planning laws and national policies like the National Planning Policy Framework (NPPF).

Cllr Hobill asked if planning applications submitted before 16th August would be judged against the new NPPF. Cllr Littlewood replied they wouldn't be.

26/60. To receive an update on footpaths

Cllr Mercer gave the following report. There are seven people in the core group and they have surveyed the footpaths around the village. Paths are overgrown, some are obscured and some are blocked. Some markings are confusing and some paths lack any markings. A letter has been sent to the landowner of Whatcote Park but no response has been received yet. A footbridge has collapsed on their land and been reported to WCC. Cllr Mills suggested that he could use his delegated budget to help with the repair cost. The Redwings site has been sold although the owner is not known yet. A footpath goes across this site. Another meeting has been arranged and priorities will be set.

Signed Dated 17th November 2026

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26/61. To discuss the refreshment of painted speed limit signage

Some of the painted signage is feint. The junction of Main Street and Whatcote Road has been patched. The Parish Clerk has reported some repairs and Cllr Mills asked to be copied in.
Action: Cllr Mills to ask if the Highways Officer can visit the village for a walk.

26/62. To discuss a location for a village bench in memory of Tim Groves/Groves Family (Funds held on deposit donated by Groves family)

The Groves family have been farming in the valley for many years, and when Tim Groves passed a few years ago a sum of money was collected by the Funeral Directors to install a bench in the village in his memory and that of the Groves. There are a couple of places where a bench could be placed. Councillors to think of where one could go that would be used. This item is to be kept on the agenda.

26/63. To note the Parish Council election in May 2027 and Councillor vacancies

There will be a Parish Council election next year and the Chair will be standing down. He has stood for eight years as a Councillor. This means there will be at least one vacancy next year.

26/64. Finance

To note the salary award for the Parish Clerk agreed by the National Joint Council for Local Government Services (NJC)
The salary award is 3.3% and it will be backdated to 1st April 2026. The Parish Clerk now has a contract of employment.

26/65. To receive an update on planning

New

- *26/01890/FUL, Proposed two storey side extension at 16 Leys Field.* Supported by PC.
- *26/01956/OUT, Hybrid planning application comprising full planning permission for the formation of a new vehicular access, associated highway infrastructure and landscaping works, together with outline planning permission (all matters reserved except access) for the erection of up to four self/custom-build dwellings, with design parameters controlled through Plot Passports and Design Codes at Oak View, Green Lane*. Supported by PC.

Older

- *26/01521/TREE, T1 horse chestnut - Crown reduction of 2 metres both in height and laterally (about a 30% reduction, the tree is overhanging from the neighbouring property), removal of 1 limb (see annotated photograph) at The Old Forge, Gilks Lane.* No objection by SDC.

26/66. To note the following correspondence

- SDC, Estimated population date for 2025. Noted.

26/67. Councillors Reports

The large ash tree in the gateway to Leys Field was mentioned. Some of it is rotten and another branch has come down. Cllr Shepard had contacted Mark Palmer, the developer as the tree is on his land.
Action: The Parish Clerk to write to him again.

Signed Dated 17th November 2026

There is no update on the defibrillator runner scheme and the matter is with the Ambulance Service.

The new development at the end of Green Lane was mentioned and the 30mph sign being moved if the houses are built. This will have to be paid for by the developers.

26/68. To note next meeting date and time
Tuesday 17th November 2026 at 6.30pm.

There being no other business the meeting closed at 7.30pm.

Signed Dated 17th November 2026

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