

**Minutes of the Little Coxwell Parish Council Annual Meeting
Held in Little Coxwell Village Hall on Wednesday 17th December 2025**

1. Present: G Yarwood (Chairman), Fra Woodd, N J Mattingley, Dave New, A Whiteford (Councillors), C Weston (Clerk), Cllr Viral Patel (VWHDC), Cllr Emma Markham (OCC)
2. Apologies for absence were received from A Benford (PPW), Cllr Katherine Foxhall (VWHDC).
3. Declarations of interest. None
4. The minutes of the meeting held on Monday 8th September 2025 were approved.
5. Matters arising from the minutes of the last meeting.

5.1. Roads and Highways – *various actions for Emma*

- 5.1.1. Emma said that the speed limit on our stretch of the A420 is likely to be changed in February 2026. Emma to confirm with Highways.
- 5.1.2. There was another accident at the Great Coxwell junction recently. The traffic lights at that junction are badly needed. Emma said she believes the lights are still planned and will escalate the urgency.
- 5.1.3. A420 Flooding. This remains a problem and with the cold, dark winter weather can be highly dangerous. This has been raised at FATAc several times. Emma said the gulley is due to be cleared immediately with a longer term solution by the end of the winter.
- 5.1.4. A FixMyStreet incident was raised on 17th November for the pothole outside Pound House. Status was changed to 'Action Scheduled' on 21st November but nothing has happened and the pothole grows bigger each day. Emma to follow up.
- 5.1.5. A420 sightline ditch clearance. It was agreed at an onsite meeting over a year ago that the ditches would be cleared of the shrubs and saplings which inhibit the sightline for traffic turning right out of Fernham Road onto the A420. Since then OCC claimed the ditch was owned by the adjacent field however this is NOT the case. Emma to escalate and try again to get these ditches cleared.

Action: Emma

5.2. Speed detector sign. Caroline has been in contact with the Highways Engagement Team and Mark Francis to determine the requirements around these devices. The Speed Indicator signs need to be moved every 4-6 weeks so ideally there will be 2 or more locations. This is so drivers don't get too used to the cameras in one place. The locations will need to be agreed with Mark and the installation of the poles will also need to be done by Mark or an approved contractor. As we only have one reasonable site for the 20mph pole near the entrance to the village it was suggested the other pole could be near the 40mph limit coming from the A420 direction.

The cost of 2 pole installations is likely to be around £800. A quote from ElanCity for one SID and 2 solar panel kits is £2,830 excl VAT. Total cost estimated £3,600-£4,000. It was agreed to proceed. Emma agreed to look for any available funding such as S106 money.

Action: GY/CW/Emma

5.3. Replacement of matting on West Green. The weather hasn't been appropriate to carry out the work this Autumn so is most likely to be carried out in Spring.

Action: Dave New

5.4. Pavement state at entrance to church path. An onsite meeting was held with the council on 23rd September. They have agreed to re-tarmac the whole length of the footpath up to the church lychgate. A slope will be included to the lychgate to make it easier for wheelchair users and less able walkers. The work will most likely be carried out Jan-Mar 2026. Dave N has already removed many of the weeds and we will carry out weed spraying prior to the tarmac being laid. Caroline to follow up and see if this timescale is still expected.

Action: Dave New/Caroline

5.5. Faded Signs. A number of signs around the village such as dog fouling and neighbourhood watch are old and faded. These can probably be replaced quite cheaply. When walking around the village report them to Caroline so a list can be collated.

Action: All

6. County & District Councillors reports. Note that some items are covered elsewhere. The County Councillor and District Council monthly reports were distributed in advance of the meeting.

7. Planning

7.1. Completed – None

7.2. The following applications are still in progress:

7.2.1. **MW.0151/23 Wicklesham Quarry.** The application will be taken to Committee although the date has been pushed back yet again and no date proposed. Frustration was expressed that there is no way to identify the changes made in documents when they are resubmitted. With such a large number of documents and changes this is very unhelpful.

8. Finance

8.1. Account Status. The Actual vs Budget YTD detail was distributed in advance of the meeting. Total bank balance stands at £10,774. Note: £2,500 reserved for the Playing Field costs.

- Income since last meeting- £7 Interest, £650 precept, £48 VAT Refund
- Expenditure since last meeting
 - £55 business email account
 - £119 CCTV Annual Maintenance
 - £15 website domain
 - £4.25 per month bank charges
- Income due before next meeting – nil
- The following expenditure is expected before next meeting (excl VAT):
 - Matting for West Green approx. £400
 - CPRE £36
 - Monthly bank charges of £4.25
 - Speed detector sign £3,500

All known and estimated costs above are approved.

8.2. Budget Planning 2026/7. The proposed budget was distributed in advance of the meeting. It was agreed to add £200 in support of village events but to maintain the precept at £1,300.

9. Playing Field

We are still waiting to receive the Heads of Terms from the Council. The document was promised in October but following almost weekly chasing it hasn't appeared. There has been yet another change of personnel in the role and having spoken to the new contact there clearly had been no handover. Viral has escalated to the Head of Legal and Democratic Services.

Action: Caroline/Viral

10. Faringdon Quarry

Nothing to report.

11. CCTV

Nothing to report.

12. Parish Path Warden

Nothing to report.

13. Sundry Items

13.1. Drain Clearance. The council put up notices around the village in advance of a visit to clear the drains requesting vehicles are not parked over the drains. The notices were later taken down but it is not believed the drains were cleaned. Emma is to follow up and ask for the cleaning to take place. Glen to mark all the drains on FixMyStreet with a request to clean.

Action: Emma/Glen

13.2. Road and Pavement Sweeping. The team who came recently and did the pavement cleaning did a really good job in awful weather. However, the roads are particularly dirty at the moment with fallen leaves, mud etc. Faringdon Quarry offered previously to send their cleaner through the village. Caroline to ask if they will do this.

Action: Caroline

13.3. Inappropriate car parking. Glen asked if it is possible to allocate new areas for double yellow lines. In particular the area opposite Chieveley house and by the Village Hall often has multiple parked vehicles making it very hard for the owners to turn into and out of their drive. Emma said that the council are reluctant to add new yellow line restrictions but will check for any other appropriate measures.

Action: Emma

13.4. Eagle Pub as Community Asset. It was agreed to resurrect the Community Asset work done previously.

Action: Glen

13.5. IT Policy. Caroline said the external auditors now require an IT Policy which Caroline agreed to draft.

Action: Caroline

The next meeting is:

- Monday 16th March 2026 at 6.00pm in the Village Hall.