

**TADMARTON PARISH COUNCIL  
MINUTES OF AN ANNUAL PARISH COUNCIL MEETING  
HELD ON THURSDAY 21<sup>ST</sup> MAY 2026 AT 7.00PM  
IN TADMARTON VILLAGE HALL (ANNEX), MAIN STREET, TADMARTON**

**Councillors Present**

Tim Turner (Chairperson), Paul Doust and Jane Fitzpatrick (arrived at 7.20pm)

Christine Coles (Parish Clerk)

The meeting began slightly later at 7.20pm once three Councillors were present.

**26/38. Elections**

*Election of Chair and signing of Acceptance of Office form*

CLlr Doust proposed and CLlr Fitzpatrick seconded that CLlr Turner be Chair. CLlr Turner signed the Acceptance of Office form.

*Election of Vice-Chair*

CLlr Fitzpatrick proposed and the Chair seconded that CLlr Doust be Vice-Chair.

**26/39. Apologies**

CLlr Barbara Hall (holiday)

**26/40. To receive Declarations of Interest under the Council's Code of Conduct relating to business on the agenda**

CLlr Doust declared a pecuniary interest in a payment under agenda item 26/47.

**26/41. Public participation session**

No members of the public were present.

**26/42. To approve the minutes of the last meeting held on 20<sup>th</sup> April 2026**

The minutes were approved and signed as a true record of the meeting.

**26/43. To receive an update on progress from previous minutes (for report only)**

Allotment update – One person has given their plot back due to not complying with the rules. Another advert will be put in the next newsletter.

Ivy on garages in Lower Tadmarton – The Parish Clerk wrote to each garage holder.

**26/44. Village matters**

- *To note the checking of the three village defibrillators.*  
All defibrillators have been checked.
- *To receive an update on Bridleway 12*  
The Planning Inspectorate will determine the matter.
- *To discuss the new noticeboard for Highlands.*  
The Parish Clerk has received a quote from Greenbarnes Ltd for a green aluminium noticeboard costing £1119.81 plus VAT. Foster Kemp who are the management company for Highlands have agreed to pay half. It was agreed to proceed with the purchase.  
*Action: The Parish Clerk to order the new noticeboard.*
- *To receive an update on Speedwatch*  
Two new batteries are needed costing £95.66 including delivery. It was agreed to purchase them. Sue Leech in Broughton has agreed to train two new interested people.

Signed

Dated 6<sup>th</sup> July 2026

#### **26/45. Governance**

- *To confirm eligibility to use the General Power of Competence (GPOC) and consider adoption*  
The meeting was informed that with the Clerk holding a recognised professional qualification (Certificate in Local Council Administration) and the Council meeting the electoral mandate of having at least two thirds of the council elected, the Parish Council is eligible to use the General Power of Competence. Resolved - that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965. The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, the council adopts the General Power of Competence from 21st May 2026 until the next relevant Annual Meeting of the Council. Proposed by the Chair and seconded by Cllr Doust.
- *To approve an Internal Financial Control Policy*  
A draft policy was circulated and discussed. The accounts will be checked at each meeting by Cllr Fitzpatrick. It was agreed to adopt the policy.  
*Action: The Parish Clerk to forward the policy for inclusion on the website.*

#### **26/46. Annual Governance and Accountability Return (AGAR) for year ending 31<sup>st</sup> March 2026**

The internal audit has been carried out. The documents were circulated.

- *To approve and sign the Certificate of Exemption.*  
It was agreed to approve the Certificate of Exemption and was duly signed by the Chair and Parish Clerk/RFO.
- *To approve and sign Section 1*  
It was agreed to approve Section 1 and was duly signed by the Chair and Parish Clerk/RFO.
- *To approve and sign Section 2*  
It was agreed to approve Section 2 and was duly signed by the Chair and Parish Clerk/RFO.  
*Action: The Parish Clerk to place the documents on the noticeboard and website and forward to the external auditor before 30<sup>th</sup> June 2026.*

#### **26/47. Finance Report**

*The following payments were approved under statutory powers:*

- £377.52 to Cherwell District Council (dog bin emptying)
- £35.48 to P Doust (parts to fix the defibrillator in Lower Tadmarton and install lighting)
- £478.24 to Zurich Insurance (renewal)
- £185.00 to R Fletcher (internal audit)
- £16.00 to J Hill (allotment overpayment)
- £316.80 to Nigel Prickett (grass cutting)

#### **26/48. To receive Councillors Reports**

The allotments were discussed. There will be a competition this year and 2 people have agreed to judge. A new compost bin is needed costing £74.99. It was agreed that a bin should be ordered.

*Action: The Parish Clerk to order.*

A quote was received to clean the bus shelter. The cost is £350.00 and the quote was accepted.

*Action: Cllr Doust to liaise with Cllr Hall to get the work done.*

The salt bins were discussed. A new one is needed on Highlands and on Tadmarton Heath Road.

*Action: The Parish Clerk to order through Highways.*

The flooding in Hollow Road was discussed. A site meeting with Highways and Tony Brummell, Flood Risk Manager at CDC was held on 23<sup>rd</sup> April. Highways have agreed to jet the two surface water drains that run under the garden of Holly Tree House (formerly Filkins), the series of side entry kerb off-lets on the highway opposite and the drain to which they should discharge.

Whilst this will not fully resolve the flooding it will help and allow flood waters to subside much more quickly than at present and as soon as the level in the brook allows.

*Action: The Parish Clerk to chase when this will be done.*

The defibrillator in Hollow Road now has a light. Thanks was given to the electrician who helped. The light is bright and enquiries will be made about making it dimmer.

**26/49. To note next meeting date and time**

6<sup>th</sup> July 2026 at 7pm

There being no other business the meeting closed at 8.10pm.

Signed

Dated 6<sup>th</sup> July 2026

DRAFT