

**Minutes of a Parish Council Meeting**  
**Of Broughton Parish Council**  
**Held on Monday 13<sup>th</sup> January 2025 at 7.00pm**  
**At St Marys House, Wykham Lane, Broughton**

**Councillors Present**

Cllr Leech (Chairperson), Cllr Byrne, Cllr Crawley, Cllr Hilsdon and Cllr Howarth

Clerk to the Council, Mrs C Coles

**25/01. To receive apologies for absence**

None.

**25/02. To receive Declarations of Interest under the Council's Code of Conduct relating to business on the agenda**

Cllr Howarth declared an interest in item 25/09b as a trustee of St Marys House.

**25/03. Public participation session**

No members of the public were present.

**25/04. To approve and sign the minutes of the meeting held on 25<sup>th</sup> November 2024**

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

**25/05. To note any matters arising from the minutes not included on this agenda**

There were no matters arising.

**25/06. To discuss the car park surface in Wykham Lane**

The car park off Wykham Lane is owned by Cherwell District Council and to tarmac it would be costly. An overgrown hedge has been cut back. Another villager has come forward to help with the strimming. Later in the year chippings can be ordered and put down to improve the overall surface.

**25/07. To receive an update on the work by Gigaclear**

Gigaclear have confirmed that work will start soon. Residents have received letters. A community event at Horley has been arranged on 16<sup>th</sup> January from 6.30 to 7.30pm. The Chair will attend and report back.

**25/08. To discuss the upgrade to a .gov.uk domain and email**

This is not a mandatory requirement but might be soon. There was government funding and online support but the funding has now been used. The matter will be considered if the Parish Council have to change over. The website providers will help.

**25/09. Financial Report**

*Update on bank balances*

a) The Clerk reported an account balance of £12,948.29.

Cllr Howarth did not take part in the next agenda item.

b) *To agree a donation for St Marys House*

It was noted that St Marys House is a valuable asset in the village and they are struggling financially. Utility bills continue to be very high. The Parish Council normally make a donation for use of the hall for meetings. It was agreed to give a donation of £1000.00.

c) *To set the precept for 2025/2026*

A detailed income and expenditure sheet had been circulated before the meeting. Estimated expenditure is £6.9K. It was agreed to increase the precept by 4% and set it at £6840.00.

*Action: The Parish Clerk to notify CDC.*

**25/10. To receive an update on planning**

No applications had been received.

**25/11 To note the following correspondence (circulated)**

- Highways, Carriageway patching on Shutford Road, Fiveways to Swalcliffe Lea from 25.02.25 to 28.02.25.
- CDC, Proposed Submission (Regulation 19) Cherwell Local Plan Review December 2024
- OCC, Climate Engagement Webinar on 29.01.25 2-3pm
- OCC, National Highways and Transport Public Satisfaction Survey 2024-25
- Volunteer Driver Service, Donation Request. The Parish Clerk to get more information about who uses the service.

**25/12. To receive Councillors Reports**

The village newsletter was discussed and how content is put together. It was agreed to pay for a license with a publishing company called Affinity. The cost is £169.99 for one year. This will help with producing the newsletter.

*Action: The Parish Clerk to sign up.*

Speedwatch was discussed. A recent newsletter notes that letters are sent to speeding drivers within 14 days. The target is to reduce to 7 days. After receiving a 1st letter 95% of drivers are non reoffenders.

Dog poo continues to be a problem around the village.

The Chair and Parish Clerk are meeting the Highways Engagement Officer in February. They will discuss the issues on Wykham Lane.

**25/13. To note next meeting date and time**

Monday 3<sup>rd</sup> March 2025 at 7pm

The meeting closed at 7.45pm.