

**Minutes of a Parish Council Meeting**  
**Of Broughton Parish Council**  
**Held on Tuesday 20<sup>th</sup> October 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

**25/72. To receive apologies for absence**

None.

**25/73. To receive Declarations of Interest under the Council's Code of Conduct relating to business on the agenda**

No interests were declared.

**25/74. Public participation session**

No members of the public were present.

**25/75. To approve and sign the minutes of the meeting held on 2<sup>nd</sup> September 2025**

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

**25/76. To note any matters arising from the minutes not included on this agenda (for information only)**

- *Update on the signing of the license agreement for the bench area and Jubilee Gardens.* The license agreement was signed by the Chair, Parish Clerk and Broughton Estate.
- *Update on proposed upgrade of four bus stop locations.* The Parish Clerk confirmed the proposed upgrade of four bus stop locations. The Clerk is to contact the resident nearest to the new stop by Wykham Lane.

**25/77. To receive an update on the new bench on the Main Road near Wykham Lane**

A villager has quoted £1775.00 to prepare the area for the new bench and lay paving slabs to secure it to. It was agreed to accept this price. The plans will be sent to the Broughton estate for approval.

*Action: The Chair/Parish Clerk to ask for a proposed start date.*

**25/78. Financial Report**

*Update on bank balances*

- a) The Clerk reported an account balance of £12,828.63.
- b) *The following payments were approved under statutory powers*
  - £126.00 to Thomas Fox Landscaping (cutting of closed churchyard in August)
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  - £302.02 to Cherwell District Council (emptying of dog bins)
  - £6.80 to Sue Leech (petrol for strimmer)
  - £9.70 to S Leech (strimmer blades)
  - £49.00 to S Leech (brown bin for Parish Council use at St Marys House)
  - £180.00 to Imperative Training Ltd (Defibrillator pads)

**25/79. To receive Councillors Reports**

A villager had asked if there is enough room in the new cemetery at the top of the hill. Cllr Howarth confirmed there is plenty of room for future cremations.

The Remembrance Day soldier was discussed and it was agreed to display it in Jubilee Gardens.

The gates and wall repair at the closed churchyard were discussed. A quote for the repair to the single gate by the bridge was received, £375.00 & VAT. This quote was accepted. There is further work required to the double gates on the opposite side as a tree is leaning against the wall and has caused part of it to collapse. It will be easier to move the gates to enable them to open and close.

*Action: The Chair to meet the contractor to look at the repair to the double gates.*

Rubbish is on the increase. Fly tipping can be reported directly to Cherwell District Council. The village are fortunate that villagers do collect rubbish whilst walking around.

**25/80. To note forthcoming Parish Council elections in May 2026**

There will be a Parish Council election in May 2026. Costs for recharging elections have been provided by Cherwell District Council which should be considered and included when setting the precept in January.

**25/81. To consider the CDC Parish Remuneration Report for 2025/2026 (circulated)**

The report had been circulated. It was agreed to pay mileage and subsistence to Councillors when attending training courses.

**22/82. The following correspondence had been circulated:**

- OCC, Community Climate Adaptation workshops. Noted.

**25/83. To note next meeting date and time**

12<sup>th</sup> January 2026 at 7pm

The meeting closed at 7.45pm.