The Heyford Park Parish Council

Minutes of the meeting of the Parish Council held in the Community Centre on Wednesday 15th October 2025 at 7.15pm

Present: Cllrs: Steve Cook (Chair), Catherine Mullineux, Sally Freeland, Sofia Tanner and Kate Henderson.
Also in attendance: Cllr Gareth Epps, Cllr Nigel Simpson, Neil Cottrell (Dorchester) David Bainbridge (Director of Planning for Savills), and three members of the public.

74/25	**Receipt and Approval of Apologies for Absence:** Apologies for absence received and noted from District Cllr Grace Conway-Murray.
75/25	**Declarations of interests, dispensation requests, dispensations, or use of delegated powers:** It was noted that there had been no new dispensation requests or use of delegated powers.
76/25	**Minutes:** The council **RESOLVED** (unanimous) that the minutes from the parish meeting that was held on 17th September 2025 were approved, Cllr C. Mullineux proposed, Cllr S. Freeland seconded. The Chairperson then signed the minutes.
77/25	**Correction of minute 49/25 b:** Noted that in the July minutes (meeting from 16th July 2025), under minute reference 49/25 b, it was stated that an email from CDC was read out by Cllr Cook. The email Cllr Cook had read out was sent from our former Administrative Assistant/Neighbourhood Plan Administrator which detailed information noted from her findings from CDC and not an email from CDC directly.
78/25	**Public Participation**: Two members of the public introduced themselves as wishing to create an affordable childcare option for local families within one of the facilities in Heyford Park. They gave their names to Neil Cottrell and advised further meetings would be arranged following further liaison with Cllr Tanner, HPPC and Dorchester Living.
79/25	**County and District Councillor Reports:** Nigel Simpson advises the local plan is still moving forward, inspector raised concerns regarding duty to cooperate and has requested further discussions; concerns have also been raised by four Cllrs in the past from concerned residents regarding the expansion and infrastructure. Local government reorganization ongoing with three options (one Oxfordshire, Cherwell West & Oxford City or Greater Oxford City which would be Cherwell & West, South Vale & Berks) which were going to be decided in November but decisions now expected after New Year. Local government identifying space for 5,000 new houses, Heyford Park could be possible for this following the New Town Proposal, dependent on the New Town status being approved – negotiations continue. Football stadium: Secretary of State will not call in application for a football stadium so is now moving back to Cherwell to finalise, progressing to Section 106 discussions, but potential judicial review. Chair queried the New Town Plan of 13,500, would this be the 9,000 from Dorchester to make up the 13,500 or including the housing already in Heyford Park. NC advised the balance may take up to 13,000 but may be more than this, dependent on constraints from independent bodies. The 9,000 units includes the 1,000 units carried from existing consent. Cllr Epps advised the local government reorganisation plans cover most of Oxford green belt to cover Otmoor, Kidlington, large parts of Cherwell as well as parts of Southwest. Ardley Rail Freight plans seem to be increasing density of development to consider needs of transport in the wider area, with the strategic development assessment between now and Spring. Ongoing discussions regarding where residents can note their support/objections, where accountability lies and strategic environmental assessment to consider Junction 10, Baynards Green and the Puy du Fou development. Cllr Epps discussed the Ardley Rail Freight Interchange, with major local impacts anticipated for Heyford Park; parish and public input encouraged, especially on environmental and

	transport concerns which must be considered prior to development. Another government agency are providing an Oxford-Cambridge Growth Commission report in the near future.
80/25	**Dorchester Living:** Neil Cottrell (NC) advises the New Towns Commission has published their recommendations however, these are not final decisions, final decisions are for the Government to make. Prior to reaching a decision, many questions need to be answered, such as; local proportion relative to housing, strategic environmental assessment (habitat assessment) is required and additional consultations being requested. For the Heyford Park planning application, comments are still incoming and Dorchester have arranged drop-in sessions to field questions and discuss further particulars on Tuesday 21st October (2pm and 6pm) in the 455 on Camp Road. Chair asked NC if there are any plans for briefing parishes in the local area being briefed on the Dorchester master plan. NC advised 21st October open to anyone wishing to attend and currently considering whether additional events will be held. Chair brought up three questions; 1) has the audit on service and maintenance charges been completed? NC responded that an Estates Rep (likely Simon Morrell) will be at the 455 event on 21st October to discuss. 2) Are there still plans for a free bus/minibus service from Dorchester to go from Heyford Park to Lower Heyford Station as previously mentioned by Paul? NC unsure and will ask Dorchester however, the master plan is central to the transport strategy. 3) Has the phone mast been erected outside of the service office? NC advises a prior notification was issued to CDC, Dorchester objected to this due to many reasons, one of which was the proximity to sales office and CDC had a different view so the permission to install the mast has been granted. Dorchester tried to offer alternative locations for the mast however, they have consent to erect the mast on the highway (not Dorchester land) and have considerable rights under the Telecoms Act but currently no knowledge of when this installation will take place. Cllr Epps asks NC for Chilgrove Drive updates, NC advises the drainage was halting progress. Hoping reserve matters and drainage will be approved in the next few weeks to move forward with the implementable plan for Chilgrove Drive. Chair confirmed with NC that energy bill updates will be available from Simon at the 455 event Tuesday 21st October. Chair also asked about pump track updates, Cllr Henderson advised bench needs to be replaced or fixed, bin required in the area and a first aid kit was requested on behalf of a resident however, this was refused. NC will inform Dorchester of these concerns and have implemented weekly maintenance inspections of the area. Cllr Freeland requested streetlamp outside the Community Centre be fixed as it has not been fixed for over three months, Chair mentioned the same issue on Carswell which needs to be addressed, NC will take concerns back to Dorchester. A resident raised concerns of dog bins overflowing by Sainsbury's and other locations around Heyford Park, Chair advised Dorchester pay CDC to empty these and they have low staff numbers however, any concerns please speak to Sarah at Dorchester or use the www.fixmystreet.com site to report. Resident and Cllr Freeland advised some bins need replacing and more bins are required, NC will bring these concerns to Dorchester. Cllr Tanner advised that upon using the www.fixmystreet.com in the past for this has resulted in a timely response.
81/25	**Savills:** David Bainbridge (DB) advises that the planning application has not yet been submitted due to continuation of check and reports. The potential scale of development plan has not currently changed (up to 475 dwellings). Looking to launch a consultation website for stakeholders and members of the public to see the concept plan and to engage, hoping to launch in early November and will provide updates at the next meeting. DB asks HPPC whether an in-person consultation would be required, Chair suggests in-person consultation would be beneficial as the impact will be on HPPC residents and those in surrounding villages, DB will take this back to Savills and Richborough to look at timings and are still in discussion with CDC with planning. A decision has not yet been made on the housebuilder for the land as yet but bid have been made, Richborough will provide an update when a decision has been made.

82/25	**David Wilson Homes:** Chair has received an update that they are still awaiting the 278 application which concerns the island very close to the entrance/exit to the site. DWH are requesting permission to have the island removed and believe this will result in a temporary full road closure as it is in the centre of both lanes of traffic. Any works planned will be put onto the HPPC website, as will the Thames Water road closure notice by the Clerk.
83/25	**Heyford Park Community Action Group:** Hannah Joy from HPCAG has been unable to attend but has sent a copy of the email HPCAG has sent to Hollie from Dorchester requesting an answer to points they have raised.
84/25	**Financial Matters:** **a) Bank Statement and Reconciliation:** The council received and confirmed the May statements and reconciliation. Cllr Freeland proposed, Cllr Tanner seconded the motion. These were then signed by Cllrs Cook and Mullineux. The parish council **RESOLVED** (unanimous) that these items were approved. **b) Payments:** Cllrs received and noted the payments made since the last meeting and those requiring authorisation. The parish council **RESOLVED** (unanimous) that these payments were approved. **c) Any other urgent Financial Matters:** Chair advises The Maker's Shed requested a £200 grant from Community First Oxfordshire to provide Christmas decorations for the local area, this was approved and Dorchester have agreed to match this donation. Chair proposes HPPC matches the donation as a gesture of goodwill. Cllr Mullineux proposed, Cllr Tanner seconded the motion. The parish council **RESOLVED** (unanimous) that this donation of £200 be approved. Clerk to action payment. Chair advises that, as HPPC now have an established office and use the broadband provided by the Veterans, HPPC should be contributing to these costs at £150 per year (overall bill to Veterans is over £400 per year). Cllr Freeland proposed, Cllr Henderson seconded the motion. The parish council **RESOLVED** (unanimous) that this donation of £150 be approved. Clerk to action payment.
85/25	**Training:** Any training required by Parish Councillors, please contact the Clerk directly. No other training requested.
86/25	**Planning Matters:** **a) Planning Applications:** There were no planning applications for the PC to discuss since the last meeting, only tree services have been received and sent to Cllrs.. **b) A Complaint:** A formal complaint has been received from a resident, this has been passed on to the Planning Enforcement Team at CDC and HPPC awaits their response. **c) Puy du Fou:** planning application has been submitted and the Clerk will send confirmation of a meeting with them to Cllrs when available; 12th November suggested but not confirmed as yet. Request for as many Cllrs to attend as possible. **d) Any Other Planning Matters:** Chair raises concerns with the Dorchester masterplan which were discussed at the extraordinary meeting of HP Parish Councillors on Wednesday 8th October. Requesting a face-to-face meeting with Paul Silver to discuss the points raised, not received a meeting date as yet. NC requests permission to share points with Dorchester which were raised following this meeting, Chair agreed. **e) S106:** Still awaiting updates from Dorchester Living about the S106 agreements specific to Heyford Park, NC has noted this.

87/25	**Neighbourhood Plan Working Group (NPWG):** NPWG has been suspended until the Government and CDC advise plan going forward for neighbourhood planning and will be reinstated when direction is provided. Cllr Freeland requests Cllr Henderson removes the NPWG from social media for the time being, Cllr Henderson agreed.
88/25	**Parish Council Staff:** The Neighbourhood Plan Administrator has left the post. Due to the suspension of the NPWG, the Neighbourhood Plan Administrator position will not be advertised until further notice.
89/25	**Emergency Plan Working Group (EPWG):** No updates at this meeting.
90/25	**Parish Council Open Day:** Cllr Freeland advised the Open Day has not exceeded the budget, bouncy castle has been booked (to go in the Chapel, HPPC to supervise) and invoice been paid, a face painter has been identified and will send through the invoice as soon as possible when price is agreed and catering will be bought in the coming days, with the total coming to roughly £650. Flyers to be put up in the local area. Chair requested as many Cllrs as possible to attend the Open Day on Saturday 25th October as possible to assist, with the set-up beginning at 8:00am. Leftover refreshments to be donated; divided between the Veterans and Pantry. Cllr Freeland requests NC from Dorchester to provide posters/maps/information for display in order for residents to have access to on the day, NC will discuss with Dorchester and gather appropriate displays and information for the Open Day.
91/25	**Items Noted by Cllrs** (No decisions can be made under this item). A resident thanked HPPC for the concerns raised regarding the masterplan at the extraordinary meeting and wishes to elaborate concerns with growing numbers of residents with cars and limited roads. Chair asks NC for any updates on the laying of alternative roads in the local area, NC advises their wish to dissuade people from using the main road where possible. These questions are important to be directed to the New Towns Plan. Cllr Simpson advises with all local sites under consultation/being considered (New Towns Plan, Puy du Fou, Ardley Rail Freight, J 9 & 10/Baynards Green) is 20,000 jobs created, not including general traffic for commuters, residents etc. Road network cannot cope with current layout, strategy required for new roads for Ardley and south of Middleton Stoney. Much of the traffic will be going from J10 to Bicester, current levels are problematic without considering the additional 20,000 movements per day. Ideally roads will be delivered prior to houses being built, this would depend on Highways decision and support from government. Cllr Freeland mentioned the congestion linked to school drop-off and collection times and Chair mentioned the temporary lights all impacting the single access road for HP. Cllr Simpson advised this is being considered by government and two new roads may be required, possibly one including a bridge would be required over the Cherwell Valley to assist with traffic heading toward Banbury. Whilst public transport is an option, the reality is that many prefer their own transport and this must be considered in planning going forward. NC advised the NW Bicester plans stalled due to funding initially committed being withdrawn which halted progress. Chair asked about any updates regarding a medical centre, NS advised there have been discussions with the ICB but there is no real strategy at this time but will possibly feature on the New Towns Plan and the new town status is likely to add pressure on the ICB to deliver. Chair advised in discussions with Paul Silver, building a medical facility is not the problem but the running/staffing of one would be the main concern. Cllr Simpson suggested perhaps a surgery/medical centre with a residential building for staff nearby.
92/25	**Date of the next meeting:** The next monthly parish council meeting will be held on Wednesday 19th November 2025 at 7.15pm in the Community Centre.

The meeting closed at 8:25 pm.

Signed: Date:

Appendix 1

Payments of £500 or over made since the last meeting.

	£
£1,038.80 Clerk pay for October	

Action Check List

Minute Ref	Action	Actioner	Action Status
134/20	(i) Flooding. A PC local emergency plan will be produced.	Emergency Planning WG	B/F to August 2025. Ongoing
132/23	Planning – Neighbourhood Plan (1) Professional advice will be sought, and actions will be commissioned if appropriate.	Working Group	Suspended
147/23	Contact Information for various CDC/OCC services to be compiled for inclusion in a future edition of Valley News.	Clerk	Ongoing
42/25	Form a Community Garden Working Group and invite Community Garden Committee.	Cllr. Freeland, Cllr. Mullineux and Cllr. Tanner	Ongoing
43/25	Upgrade speed indicators	Chair	B/F to December 2025. Ongoing
82/25	Add current and future road closure notices to website	Clerk	Ongoing
84/25 c	Pay £200 donation to The Maker's Shed	Clerk	Completed
84/25 c	Pay £150 to Veteran's for use of Community Centre broadband	Clerk	Completed