The Heyford Park Parish Council

Minutes of the meeting of the Parish Council held in the Community Centre on Wednesday 17th December 2025 at 7.15pm

Present: Cllrs: Steve Cook (Chair) Catherine Mullineux (Vice Chair), Sally Freeland and Alan Harris.
Also in attendance: County Cllr Gareth Epps, Simon Fry (Dorchester), Marak James (Community Development Worker, Community First Oxfordshire), David Bainbridge (Director of Planning for Savills), Nick Keable (Chairman of Real Estate Communications, representing Puy du Fou) and one member of the public.

110/25	**Receipt of Apologies for Absence:** Apologies for absence received and noted from Cllr S. Tanner, Cllr K. Henderson, Heyford Park Community Action Group, Cllr Nigel Simpson and District Cllr Grace Conway-Murray.
111/25	**Declarations of interests, dispensation requests and dispensations:** It was noted that there had been no new dispensation requests or use of delegated powers.
112/25	**Minutes:** The Chair indicated that item 107/25 has been amended; the item stated that the councillors voted unanimously however, the decision in principle was accepted by the Cllrs present at that meeting. The item will be discussed later in the meeting. The council **RESOLVED** (unanimous) that the minutes from the parish meeting that was held on 19th November 2025 were approved, Cllr C. Mullineux proposed, Cllr A. Harris seconded. The Chair then signed the minutes.
113/25	**Public Participation**: A resident raises concerns about the poor condition of Gordon Road and that the junction to Eady Road lacks any 'give way' signage or road markings which are both safety concerns. The Chair suggests the resident sends concerns in writing to the Clerk, S. Fry advises these roads may still be the responsibility of Bovis Homes. A resident also mentions the camera by the bottle bank and queries whether the camera is in a good location, is working and, if so, whether it is monitored due to the fly-tipping that has been occurring lately. The Chair advised the resident to send this complaint on to the Clerk, and that the cameras are monitored by Dorchester staff but not 24 hours per day. The issue was raised by a Cllr following the disappearance of one of the clothing bins a few months ago. A resident is grateful that the bus stop has moved, as the previous positioning was a hazard. A resident would like to discuss planning application 25/03087/F. The proposal is to override a non-material amendment which sets up an area of ground within Heyford Leys for recreational purposes and place new park homes on the land. The justification for this is based on the wording of the site license and is on sites where it's practical to do so suitable space equivalent to about one tenth of the total area of the site shall be allocated for recreational purposes, unless in the local council's opinion there is adequate recreational facilities within close proximity of the site. Now that's what the site license says and the argument is that there's a sports ground being placed next to the Heyford Leys and therefore that satisfied the requirement. However, the fact that Heyford Leys is a semi-retirement site and everyone on it is over the age of 55, it's unlikely that a football pitch is an adequate recreational activity for the residents of this specific area. Further to that, it is stated that there is no planning reason to prevent this, to which my response is on condition 20 of the original planning application, which states prior to the occupation of the development and hereby approved a plan showing an area laid out within the site for leisure and informal recreational use shall be submitted to and approved in writing to the local planning authority thereafter and prior to the first occupation of the development the area specified shall be laid out, surface drained and completed in accordance with the plans and should be retained for useful residence at all times thereafter. In the 2015 planning application, there is a nice map showing three pieces of gym equipment. The original plans had to change because the site owner developed part of the area, set aside for the recreational ground at the time, and then applied a non-material amendment which was to take away three properties in an area to give extra space to account for. It is now seven years later and the plans have never been implemented so CDC have not been working to their own planning conditions. The green space earmarked for building is the walled area next to the offices. This adds to the catalogue of errors and questionable decisions made by CDC.

	The Chair suggests this item be added to items to be discussed in the extraordinary meeting on 7th January and request the resident send the information over, their views and then HPPC can add them to our submission.
114/25	**Community First Oxfordshire:** This item has been brought forward in the agenda as M. James has another engagement after the meeting. Community First Oxfordshire has been working on a pilot project of Youth Council where the local youth are being invited to learn how local councils work in two areas of Oxfordshire (Witney and Watlington). A survey was conducted by CFO for Heyford Park, commissioned by CDC, and the responses received have been very powerful – the information gathered will be published in 2026. One major item which was highlighted is that the youth do have a voice and we should be listening to them because in the future - and some of them in two or three years' time - will be using the roads that they've never had a say on. M. James has spoken to the Chair and Cllr. C. Mullineux to see if HPPC would consider opting to be part of another Youth Council pilot locally. There will be a meeting in January which is run by Witney and there would be a training course. Witney has been running this for the last 12 months and Watlington are now undertaking training for this project. Witney has identified teething problems, which is inevitable however, it has been running very well. HPPC agreed this sounds like a worthy project to consider for local youth and accepted M. James' offer of passing the contact details to Witney to make contact and send over information.
115/25	**County and District Councillor Reports:** The Chair read out an email update from District Cllr G. Conway Murray, which outlined that CDC have approved the budget and is now going for consultation, glass recycling will commence in January and motions passed including opposition to the closure of the fire station. County Cllr G. Epps mentioned a response from Baroness Taylor of Stevenage, Parliamentary Undersecretary for Housing and Local Government, following a letter written to Steve Reid in October regarding the New Towns programme. There are some warm words about this strategic environmental assessment process and that they will be looking to engage local councils and others although they didn't say when and they are looking to help at some point with some of the transport considerations that are going on and to acknowledge the work that's going on in Ardley Station. As for the Fire Service, OCC sent out a consultation in late October and will be open until January on a range of changes to what's called the fire service cover model. This is the balance of where the fire engines are, where the retained and the salaried crews are across the county and it hasn't been looked at fully for some considerable time. There are proposals to create several new day crews dotted around the county. That's one of the things that's happened over the last few years is numbers of retained crews in the more rural locations have fallen due to changes in work patterns. As a result there is a proposal to close Henley, Eynsham and Woodstock because of the lack of numbers however, there are also some significant proposals in terms of shift patterns and things that the FBU (Fire Brigade Union) is concerned about. We are trying to listen to what crew's concerns are and make sure that the county's team are on top of all this. There are concerns regarding terms of changes to length of shifts and fatigue. The overall level of cover is due to go slightly up and response times which have been modelled are supposed to broadly go down because those have been going up for various reasons. There have been a number of complaints about issues to do with the 25 bus, there is a Bus Services Group meeting tomorrow (18th December) which will include concerns about Red Rose's complaints handling.
116/25	**Dorchester Living:** DL has now received all of the statutory key responses on the master plan and are now reviewing those elements to work out next stages which will come forward in the New Year. DL are hoping that in January they will meet with the entire design team to review the comments received and how to incorporate these or make amendments if required and plan to resubmit in Q1 and work on next stages. On detailed design elements, DL are currently working on the area to the south of phase one (south of Hart Walk), the 60 odd units there and should come forward with the proposed Sports Park. Work is being designed and DL hope to be submitting at the end of January/early February.

117/25	**Savills:** Hopefully residents have seen the leaflets which were distributed at the end of November, which included a link to the consultation website. Richborough are working with the landowners to bring forward a planning application, which is yet to be submitted and would potentially be for up to 475 new homes. As it's a greenfield site, it's not identified for development at this stage. It would also include public open space and access provision. An EIA (Environmental Impact Assessment) scoping has been undertaken and there'll be a technical document, which will accompany the application. Richborough have identified a preferred house builder for that site, whether that's 220, 230 homes, and will likely come forward around February time if they're looking to buy that land. Following 1,575 leaflets distributed, there have been 22 responses submitted via the website, the vast majority were in opposition to the development or raising concerns and not necessarily due to the number of homes but more about road congestion, lack of local parking, not enough/sufficient pedestrian connectivity along camp road, the lack of capacity of local services, loss of more green space especially with the public footpath and privately, a need for biodiversity rather than housing and concern about drainage. The statement of community engagement will also be submitted as part of the planning application and Richborough would ideally like that planning application to be submitted by the end of the year. When the planning application is in - hopefully around January – we will be able to present the master plan, following would be the statutory period for that consultation going forward. Mark, Katie or Richard from Richborough come on to future. The planning application might be registered mid to late January. The Chair advises Savills have an open invitation each month and, if unable to attend, may also provide an email update to be read out at the monthly meeting.
118/25	**David Wilson Homes:** No updates have been received however, the island to be removed outside Heyford Springs has been postponed and, subject to confirmation, is due to commence early in the New Year.
119/25	**Heyford Park Community Action Group:** HPPC received apologies from HPCAG however, we did receive and update: There are concerns with sewage as residents have raised concerns to this group regarding a noticeable smell and have seen a number of people in high visibility jackets seemingly exploring the area earlier this month. S. Fry advised that Dorchester are not currently aware of any problem with the sewage or any investigations. HPCAG are also concerned about the latest bills from County Water. This item cannot be taken by HPPC as this concern is regarding a dispute between land owner and homeowners/renters and should be directed to Dorchester directly. Lastly, there is a lack of lighting around the village, regularly raised are lights on Harris Road and Soden Road around the park. Cllr. Mullineux mentioned that this concern was raised by HPPC at a recent meeting with Dorchester Living and were advised that the Maintenance Team would address this. S. Fry echoed this, informing that lighting has been addressed and will continue to be assessed.
120/25	**Puy du Fou:** N. Keable provides HPPC and residents with an overview of Puy du Fou, the vision and considerations for concerns, with the main being traffic: Puy du Fou is a French theme park operator with parks in France and Spain, known for its high-quality historical live shows rather than traditional rides. The UK site is planned east of the M40, near Cherwell Valley Services. After initial consultations in July 2024 and February 2025, the planning application was submitted in August 2025, aiming for committee review in early 2026. If approved, the park would open in 2029, with full development expected by 2039. The park will operate only during the summer months, from Easter to October, and expects around 550,000 visitors in its first year, rising to approximately 1.45 million annually at full build-out. Nearly all tickets will be sold online, allowing the operator to control attendance and manage traffic. Transport is a primary concern, especially given other large developments in the area. The goal is for half of all visitors to arrive by sustainable means, such as public transport or coaches. Shuttle bus services are planned from local railway stations, and significant investment is proposed for station infrastructure and shuttle operations. The majority of vehicle traffic is expected to use the M40, with mitigations proposed for key junctions. Coordination is ongoing with National Highways, the Department for Transport, and local councils through a dedicated task force. At full development, the park will provide about 2,000 direct jobs and 6,000 indirect jobs in the supply chain. Puy du Fou is not-for-profit and committed to local hiring and sourcing. Partnerships with local colleges are in place to train staff, and there is engagement with Job Centre Plus to address local unemployment. Staff roles are divided into 30% full-time, 50%

	part-time (mainly performers and stage managers), and 20% seasonal positions. A staff travel plan will be developed, including mapping staff residences and supporting car sharing and cycling routes. A cycle route from the site to Bicester is proposed, connecting surrounding villages. Staff sharing schemes with local attractions are also planned for off-season employment. The planning application will be updated to reflect new developments in the area, and there is ongoing coordination with other developers and authorities for transport and infrastructure planning. The park's operations include animal welfare, maintenance, and training during the off-season, with a conference centre and hotels remaining open year-round for pre-booked events. Puy du Fou emphasizes the importance of a seamless visitor and staff transport experience, as most visitors are repeat customers. The operator can control ticket sales to manage attendance during peak events, ensuring the transport system is not overwhelmed.
121/25	**New Councillor Update:** HPPC has not received any submissions of interest in the current vacancy to date. If there are no applications of interest, the notice will automatically renew until we have received interest. There has been an update from OALC on policy relating to Councillors and prospective Councillors; individuals affiliated with other groups are welcome however, they would have to declare the membership they have to another group and, in certain circumstances, may have to leave the room when the group they're affiliated with are being discussed. A resident requested the information from OALC received by the Clerk via email, the Clerk will send this over.
122/25	**Financial Matters:** **i)** **Bank Statement and Reconciliation:** The council received and confirmed the November statements and reconciliation. Cllr A. Harris proposed, Cllr S. Freeland seconded the motion. These were then signed by Cllr Mullineux and Cllr. Harris. The parish council **RESOLVED** (unanimous) that these items were approved. **ii)** **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. **iii)** **2026-27 Precept:** The Clerk previously circulated the budget proposal with the current precept to all Councillors. Proposal that the Heyford Park precept amount that will be requested for 2026-27 will be the same as for 2025-26 i.e. £44,102. Cllr Harris proposed, Cllr Freeland seconded the motion. The parish council **RESOLVED** (unanimous) that the item was approved. **iv)** **Any other urgent Financial Matters:** No other urgent financial matters to consider.
123/25	**Training:** Any training required by Parish Councillors, please contact the Clerk directly. No other training requested. Cllr Mullineux suggested all councillors review their Parish Councillor training and possibly go again. Clerk to email Cllrs with a link to training and for Cllrs to communicate any requests for training with the Clerk.
124/25	**Planning Matters:** **i)** **Planning Applications:** No new applications received. One planning application considered in the November meeting (loft conversion on Bayliss Drive) has been permitted. **ii)** **Extraordinary Meeting:** A meeting has been called for 7th Jan 2026 7:30pm. iii) **Any Other Planning Matters:** None raised.
125/25	**Poll Results & Decision in Principle:** This has been discussed since the previous meeting and have decided the best way forward is to get clarification from Dorchester as the land owner and see whether a new lease is required to reflect the plan moving forward. A letter has been drafted and will be sent to Dorchester in the coming days to request their agreement and we will

	then contact the solicitors for a new lease to reflect the changes to be made from 'community garden land' to a green space as originally intended and noted on the original master plan, so legally it is a green space. S. Fry advises Dorchester won't have an issue with this and to copy him in to communications as some staff are away. Paul White mentioned a new lease previously, so it may be beneficial to end the current lease and start a new lease following a discussion and any changes. Once we have the foundations in place, we can revisit this item to discuss the Green Spaces Project.
126/25	**Items Noted by Cllrs** (No decisions can be made under this item). No items raised
127/25	**Date of the next meeting:** The next monthly parish council meeting will be held on Wednesday 21st January 2026 at 7.15pm in the Community Centre.

The meeting closed at 8:55 pm.

Signed: Date:

Appendix 1

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

£

£876.56 Clerk pay for December
£561.36 Viking Stationery

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
43/25	Upgrade speed indicators.	Chair	B/F to December 2025. Ongoing
103/25 iv	Pay £100 contribution to Upper Heyford Parish Council.	Clerk	Completed
121/25	Email resident who requested OALC policy on prospective Councillors who are affiliated with other groups.	Clerk	Completed
123/25	Email Councillors with the training website and request training courses and dates to be communicated back for booking.	Clerk	Completed
125/25	Send a letter request regarding Community Garden lease and usage.	Clerk	Completed