The Heyford Park Parish Council

Minutes of the meeting of the Parish Council held in the Community Centre on Wednesday 21st January 2026 at 7.15pm

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

128/25	**Receipt of Apologies for Absence:** Apologies for absence received and noted from Cllr A. Harris, County Cllr Gareth Epps, Cllr Nigel Simpson and District Cllr Grace Conway-Murray.
129/25	**Declarations of interests, dispensation requests and dispensations:** It was noted that there had been no new dispensation requests or use of delegated powers.
130/25	**Minutes:** The council **RESOLVED** (unanimous) that the minutes from the parish meeting that was held on 17th December 2025 were approved, Cllr S. Freeland proposed, Cllr C. Mullineux seconded. The Chair then signed the minutes.
131/25	**Public Participation**: A resident has asked which streets are owned by which developer in Heyford Park. The Chair advised that Camp Road has been adopted by OCC but no other roads have been adopted thus far. Gordon Road and Mcguire Road are the responsibility of Bovis, reminded by Dorchester Living and others however, there has been no response. The resident asked whether mobile food vendors can sell on Bovis-owned roads, the Chair advised that CDC is responsible for issuing food vendor licences however, will not provide licences covering private land, including roads. A resident raises concerns regarding lorries, transporters and speeding along Camp Road, especially in the evenings and on weekends. The Chair advises that HPPC hold speed indicator equipment but will not allow Cllrs to undertake this activity due to safety concerns. N. Cottrell suggested the formation of Chilgrove Drive will help with the volume of lorries and transporters and will hopefully start working on this in the latter part of the year. Works were meant to begin in April however, due to commercial reasons, Dorchester Living were unable to secure the new licence within the required timeframe.
132/25	**County and District Councillor Reports:** District and County Councillors were unable to attend, Cllr G. Epps sent a report which was circulated to HPPC Cllrs. The Chair arranged for some copies to be available on the table for anyone wanting to read the emailed update. Cllr G. Epps has asked that, if anyone has any questions regarding this update, please email questions directly to Cllr G. Epps.
133/25	**Dorchester Living:** The Master Plan application has been ongoing is coming to the end of the consultation period. Dorchester are collating the responses as well as holding discussions with consultants and Cherwell District Council. Heyford Park has also been identified on the preliminary New Towns list, and there will be a public consultation for Heyford Park and all of the proposed new towns, likely starting at the end of February and is likely to last around eight weeks, followed by a bespoke consultation. A number of assessments and considerations continue, with the intention that the government will make a final decision by the end of Spring/possibly the end of May. From the December meeting minutes, item 116/25 gives reference to parcel 13, which is the 62 unit parcel at the east end of Camp Road. The timescale mentioned (submission by January/February 2026) is now likely to be closer to the end of March. The Chair raised a concern regarding the speed detector close to Gate 7 into Heyford Park being obscured by a yellow and black Dorchester Living sign and request this be moved to behind the speed detector.

134/25	**Savills:** David Bainbridge is advising Richborough on planning matters, with Richborough bringing forward an outland planning application for residential development, referred to as South and West of Camp Road (roughly diagonally opposite Chilgrove Drive, on the eastern end). D. Bainbridge has attended a number of HPPC meetings to explain the plan, with the planning application having now been submitted to Cherwell District Council. Planning up to 475 homes and include extra care living, also sometimes referred to as Class C2 (typically age restricted living). It's also got what we refer to as green open spaces and footpath connections and what I think. The land is not allocated for the development and is not within either the current adopted local plan or the now submitted at examination local plan. It's not identified by CDC for development however, it is arguably within the green circle in the government's document of the twelve new prospective towns which are the third locations. Once the environmental statement has been updated with CDC, following traffic assessments, the planning application will be available online with CDC and the reference will be 25/03343/OUT. Nick Wyke is the Planning Officer at CDC who is overseeing the process. A house builder has been identified as the preferred builder for this project and may purchase the plot should the outline planning permission be granted and may be interested in attending a future HPPC meeting along with another Design Manager to discuss their emerging detailed designs, including highways access. On 20th January 2026 under the Local Plan Examination, a Statement of Common Ground was published regarding transport terms being outlined and justified, which would need to be addressed in the Richborough planning application.
135/25	**David Wilson Homes:** No updates received. HPPC are still awaiting confirmation of a date for roadworks to commence to remove the island. At the moment, there are wooden stakes and those are temporary until the island is removed, at which point tarmac will replace them.
136/25	**Heyford Park Community Action Group:** No updates received.
137/25	**Puy du Fou:** No updates received.
138/25	**New Councillor Update:** HPPC has received a potential candidate and are awaiting the filing of the necessary paperwork. If any other residents would like to apply, they have until the end of 27th January to submit their interest to the Clerk. If HPPC do not receive any other interest by the deadline, the potential candidate (Mr Brian Moss) will be co-opted automatically by vote in the February meeting.
139/25	**Financial Matters:** **i)** **Bank Statement and Reconciliation:** The council received and confirmed the December statements and reconciliation. Cllr C. Mullineux proposed, Cllr S. Freeland seconded the motion. These were then signed by Cllr S. Cook and Cllr Mullineux. 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. Cllr S. Tanner proposed, Cllr S. Freeland seconded the motion. These were then signed by Cllr S. Cook and Cllr Mullineux. The parish council **RESOLVED** (unanimous) that these payments were approved. **iii)** **Any other urgent Financial Matters:** No other urgent financial matters to consider.
140/25	**Training:** Any training required by Parish Councillors, please contact the Clerk directly. No training has been requested thus far. Cllr C. Mullineux advised trainers from OALC had mentioned they would be happy to attend HPPC to provide Councillor refresher training. The Chair requested the Clerk contact OALC to enquire whether training could be held on a Wednesday evening.
141/25	**Planning Matters:**

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	i) **Planning Applications:** No new applications received. There have been notifications of tree works locally and there is a consultation with map available on the noticeboard and website regarding a shared use foot and cycle path in Heyford Park. ii) **Complaint regarding planning application 25/03087/F:** The resident who raised the complaint and District Cllr N. Simpson were not in attendance however, this matter is in-hand and will provide updates when available. iii) **Any Other Planning Matters:** None raised.
142/25	**Green Spaces Project:** Proposal paperwork has been circulated to Councillors, the ten thousand pounds stated to be in the budget is currently being held in the earmarked reserve account alongside the £10,000 that had been put aside for the outdoor exercise equipment. The council received and confirmed the Green Spaces Project proposal paperwork. Cllr Sofia Tanner proposed, Cllr S. Freeland seconded the motion. The parish council **RESOLVED** (unanimous) that the proposal is approved. The Clerk has been in contact with Dorchester Living to arrange a meeting to discuss a new and updated lease for the land which is the first identified green space for the project prototype. Cllrs C. Mullineux and S. Freeland have been through the current lease and highlighted changes to be made. A planning application may be required to change the current layout, this prompted a request to N. Cottrell to undertake a sketch of the proposed layout following an email from the Clerk.
143/25	**Items Noted by Cllrs** (No decisions can be made under this item). Cllr K. Henderson advised that Bruce from Valley News had been in touch regarding costings. The Chair advised Cllr K. Henderson to forward emails on to the Clerk. A resident asked to see the plans for the Richborough/Savills proposed plan map, the Chair provided this in the meeting. A resident raised concerns regarding the lack of broadband providers. Cllr K. Henderson advised mesh in homes can impede signal, should their home have mesh. It is advised residents see their contract or reach out to their landlord/developer to see what options are available to them, as HPPC cannot involve themselves with contracts between landlord/seller and renter/buyer. Cllr S. Tanner suggests potentially contacting OCC regarding Camp Road to request someone attends to observe the rush hour/morning and afternoon school traffic to reconsider the current layout, which was possibly not designed for the current and prospective number of residents regularly using the roads. The Chair suggested perhaps speaking with TVP however, HPPC is not considered a “high-risk” area. Cllr S. Tanner’s main concern is safety for children, parents and the wider community due to the volume of traffic and layout which results in traffic backing up and frustrated drivers. A resident raised concerns of cars being parked on mud/grass and the impact this will have on the service charges and, in turn, other residents. Neil Cottrell suggested that, as this is not necessarily a police matter which would be enforceable, perhaps signs would be something to consider.
144/25	**Date of the next meeting:** The next monthly parish council meeting will be held on Wednesday 18th February 2026 at 7.15pm in the Community Centre.

The meeting closed at 8:05 pm.

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Signed: Date:

Appendix 1

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

	£
£1,038.80 Clerk pay for January	

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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
13/26	Enquire about Councillor refresher training with OALC and whether it would be possible to book for a Wednesday evening.	Clerk	Completed
15/26	Email Neil Cottrell for a mock-up sketch for the concept of the green space land proposal.	Clerk	Completed

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