The Heyford Park Parish Council

Minutes of the meeting of the Parish Council held in the Community Centre on Wednesday 18th February 2026 at 7.15pm

Present: Cllrs: Steve Cook (Chair) Catherine Mullineux (Vice Chair), Sally Freeland, Kate Henderson, Alan Harris and Brian Moss.
Also in attendance: Neil Cottrell (Dorchester), David Bainbridge (Director of Planning for Savills), Neil Brodey (Editor, Valley News), Louise Beaumont (PCSO, Thames Valley Police), County Cllr Gareth Epps, and six members of the public.

145/25	**Receipt of Apologies for Absence:** Apologies for absence received and noted from Cllr Nigel Simpson and District Cllr Grace Conway-Murray.
146/25	**Declarations of interests, dispensation requests and dispensations:** It was noted that there had been no new declarations of interest or dispensation requests.
147/25	**Minutes:** An amendment sent in close to the beginning of the meeting for item 143/25 regarding the paragraph outlining Cllr Henderson discussing mesh systems in homes, this has been removed. Also, item 134/25, the end of the first paragraph three additional words to be removed. Following amendments, the council **RESOLVED** (unanimous) that the minutes from the parish meeting that was held on 21st January 2026 were approved, Cllr C. Mullineux proposed, Cllr S. Freeland seconded. The Chair then signed the minutes.
148/25	**Statement from the Chair of the Parish Council:** In regard to the Community Garden land, emails and Facebook posts are now in the hands of Thames Valley Police and a third party company called Breakthrough Communications, so there will be no discussion on any of that this evening. Once the investigation is over, they will provide the necessary statement. The second point to raise is with Tobi regarding the Heyford Park Community Action Group page on Facebook; somebody has made reference to the fact of the how a councillor is appointed or can apply. This was discussed in the December 2025 meeting where Cllr C. Mullineux provided the correct information and the Clerk emailed the information to one HPCAG member following the November meeting and to two members following the December meeting. The Chair requests this information be relayed to the HPCAG to dispel any inaccuracies which have arisen and, following this, for the post in question to have a correction issued due to the misinformation contained therein. A resident wished to raise points with the PC regarding the Community Garden land, the Chair advised this could not be discussed and requested the points be emailed to the Clerk. The Chair also advised a statement will be released in due course following discussions with Breakthrough Communications. A resident advised they had not received the poll or Open Day leaflet in early October, the Clerk will reach out to the distribution company to ask them to confirm whether they delivered the 1600 copies of the poll and leaflet throughout Heyford Park. The Chair ended the discussion, reminding those present that, due to an open investigation, this will not be discussed further at this time. Minutes are available on the website from every PC meeting, with the Community Garden being on the agenda in most meetings since June 2025.
149/25	**Public Participation**: A resident asked whether the plans for a gym equipment circuit will see the installations beside play parks in HP and is concerned with resources being wasted. The Chair advised that the PC is working with Dorchester Living and Community First Oxfordshire to identify various other areas in HP for appropriate for the green spaces project. Cllr S. Freeland suggested the plan at this stage of identifying spaces includes areas close to and away from play parks. The Chair also advised that firstly, the resources would not be wasted and that Community First Oxfordshire has identified an assessor to come to HP and work with those involved to provide an assessment of the area and the best places in their opinion of where other installations could be placed, bearing health & safety in mind. Once the report is completed, Community First Oxfordshire, Dorchester Living and the PC will discuss the options; this is not a PC-only decision.

	A resident queried the possibility of meetings being held virtually for residents unable to attend in-person.
150/25	**County and District Councillor Reports:** The County Council (CC)has passed a budget and Cherwell passes their budget Monday (23rd February). The CC needs to find a minimum of £24.1 million of savings over the next three years, the savings already made this year so far without cuts in services is £5.4 million. The council is having to borrow considerable sums, particularly at the moment to fund highway repairs. The deficit around SEND which sits separately from normal council finances and the previous government, current government have allowed councils to accumulate sums of money to pay for the legal requirements around SEN. The government announced last week a significant amount will be written off which still leaves the CC with £15 million to pay off. Available funding has been discovered to tackle two things: historic drainage issues and road defects (such as neglected pavements footpaths and cycleways). Individuals can now volunteer to attend training to become a FixMyStreet Superuser, which Cllr. G. Epps has done and found very interesting. The CC County Council is preparing something called a Movement & Place Plan for the Bicester of Heyford Park and the surrounding rural area. The draft was very Bicester-centric and didn't have enough detail about the rural areas. It was due to go back to the Cabinet in January but is now going to go back in March. Cllr G. Epps will circulate the draft as soon as that comes out; hopefully around 8th March. There has also been a discussion about having a bus service from Heyford Park to Banbury funded by future developments, considering access to Deddington GP Surgery and students needing to travel to Banbury. There are quite a number of road closures coming up, particularly for people using the road through to Somerton and North Aston. Works in Somerton to deal with the water on the road at Water Street and is scheduled for a four day closure mid-late March. There are also a number of closures for service treatment works including the Somerton North Aston Road but will provide updates as will the PC when they are received.
151/25	**Dorchester Living:** The master plan running at the moment and Dorchester Living (DL) are working through technical consultation responses, principally with OCC's highway authority and their officers. New towns were on the preliminary list; DL are awaiting an update and there may be a delay. N. Cottrell asked whether the speed detector being obscured which was raised in the January meeting (item 133/25) was resolved, the Chair advised that it has not been resolved and is in front of the speed detector coming from Gate 7 into HP. N. Cottrell did raise with DL but will do so again. DL are monitoring the process the progress of the emerging Cherwell plan at the moment, having attended the last two days hearings and will attend another day tomorrow (19th February). The PC has received an email from a resident and they have a concern regarding the foliage around the original bungalows being removed recently and a request for them to be replaced with something similar, as the area seems rather bare now and lacks habitat for wildlife. N. Cottrell requested the email be forwarded directly, the Clerk will oblige.
152/25	**Savills:** D. Bainbridge is from Savills and acting on behalf of Richborough, who have a live planning application (25/03343/OUT) in for the land to the south of Camp Road for up to 475 dwellings. These dwellings will include a portion designated for extra care and age restricted housing. The planning application was made valid by Cherwell District Council on the 3rd February 2026. There is an Environmental Impact Assessment, which requires a 16-week determination target, this timeline suggests an outcome on or after 26th May.
153/25	**David Wilson Homes:** No new updates received. David Wilson Homes are still awaiting the 278 the paperwork for the traffic island.

154/25	**Heyford Park Community Action Group:** No updates received.
155/25	**Puy du Fou:** No updates received.
156/25	**Thames Valley Police:** Louise Beaumont (PCSO, Thames Valley Police/TVP) wishes to advise those in HP are available to listen to any policing concerns in the local area and would encourage people to contact the police directly should they need assistance or guidance. TVP are on the patrol plan in HP, with many low-level antisocial behaviour reports focused on the area behind Sainsbury's and at local parks. There will be a hub for TVP in the Heritage Centre however, this will not be a drop-in office open to the public but a base for those on patrol to avoid timely journeys back and forth to Bicester. The Chair has offered a space on the monthly agenda moving forward for any updates.
157/25	**New Councillor Update:** In conjunction with minute 138/25 from the January 2026 PC meeting and following the return of the necessary paperwork, Brian Moss is co-opted and is officially back as a Cllr of Heyford Park Parish Council.
158/25	**Casual Vacancy Notice:** Heyford Park Parish Council has recently received resignation from one of our Councillors and therefore, have an open space on the Parish Council. Please could all requests be made in writing to the Returning Officer, Cherwell District Council, 39 Castle Quay, Banbury, OX16 5FD, to be received by 18th February 2026. Notice is available on noticeboards and the website.
159/25	**Financial Matters:** **i)** **Bank Statement and Reconciliation:** The council received and confirmed the January 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. Freeland proposed, Cllr C. Mullineux seconded the motion. These were then signed by Cllr S. Cook and Cllr C. Mullineux. The parish council **RESOLVED** (unanimous) that these payments were approved. **iii)** **Donation:** Chair advises the local children's group using the Community Centre need to cover their annual insurance premium and would like to purchase early learning equipment for the children. Chair proposes HPPC provides a donation of £1,500. Cllr S. Freeland proposed, Cllr A. Harris seconded the motion. The parish council **RESOLVED** (unanimous) that this donation of £1,500 be approved. Clerk to action payment. **iv)** **Donation:** Chair advises the Heyford Park Pantry requires a replacement fridge to support the Friday Lunch Club in the Community Centre as the fridge for the Veterans has broken along with other kitchen items needing to be replaced. Chair proposes HPPC provides a donation of £750. Cllr A. Harris proposed, Cllr S. Freeland seconded the motion. The parish council **RESOLVED** (unanimous) that this donation of £750 be approved. Clerk to action payment. **v)** The Chair moves to increase the Parish Clerks weekly hours from 12 to 15 due to an increase in responsibility and the upcoming end to the financial year. Cllr S. Freeland proposed, Cllr C. Mullineux seconded the motion. The parish council **RESOLVED** (unanimous) that the Clerk's hours be increased by three hours per week at the normal rate. **vi)** The Community Garden Committee (CGC) have requested reimbursement of insurance premiums paid for the years 2022-2025, following advice from the previous Clerk regarding the CGC requiring liability insurance to hold events on the land. So far, we have received two of four invoices for these insurance premiums.

	This item can be added to the March agenda should the remaining invoices be received. **vii)** **Any other urgent Financial Matters:** Neil Brodey is the Editor for Valley News; a community based publication that is designed to bring together the residents from a number of villages in the river Cherwell valley. The print and delivery costs have historically been shared between HPPC (print cost) and Dorchester Living (delivery cost). The print cost is £1,601 and the delivery cost is £855 for 2026-27, with the increase reflecting inflation and a higher number of residents in the HP area. Chair proposes HPPC provides the donation of £1,601 to Valley News to cover the 2026-27 print cost. Cllr S. Freeland proposed, Cllr C. Mullineux seconded the motion. The parish council **RESOLVED** (unanimous) that the donation be paid to Valley News.
160/25	**Planning Matters:** **i)** **Planning Applications:** The planning application for Richborough **(**25/03343/OUT) is live and mentioned above (item 152/25). **ii)** **Complaint regarding planning application 25/03087/F:** This complaint is currently with CDC and District Cllr N. Simpson is also aware. District Cllr Grace Conway-Murray has requested a copy of the complaint email to investigate further. iii) **Any Other Planning Matters:** 26/00095/TEL56 which is an amended resubmission for a mast from around 18 months ago to be erected on the grass verge opposite Sainsbury's on Camp Road. N. Cottrell advises that The Heyford has formally objected due to proximity.
161/25	**Green Spaces Project:** A meeting was held with Cllr C. Mullineux, Cllr S. Freeland and Dorchester Living earlier this month and a new draft lease has been agreed. Once the draft has been considered and returned to HPPC, it will follow the legal processes required for the new lease agreement. The name of the land on the lease will be the name of the road upon which the space resides (Brice Road land), which will allow for location clarity.
162/25	**Heyford Park Parish Council Monthly Meetings:** This item has been withdrawn by the Chair following correspondence with OALC.
163/25	**Items Noted by Cllrs:** (No decisions can be made under this item). No items noted
164/25	**Date of the next meeting:** The next monthly parish council meeting will be held on Wednesday 18th March 2026 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.

£	
£1,020.23	Clerk pay for February

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
140/25	Enquire about Councillor refresher training with OALC and whether it would be possible to book for a Wednesday evening.	Clerk	Awaiting date agreement
148/25	Email distribution company responsible for circulating the poll and Open Day leaflets from October 2025	Clerk	Completed
151/25	Email N. Cottrell the concern sent from a resident regarding foliage removal.	Clerk	Completed
159/25 iii	Action payment of £1,500 donation for the local children's group	Clerk	Completed
159/25 iv	Action payment of £750 donation for Heyford Park Pantry	Clerk	Completed
159/25 vii	Action payment of £1,601 donation for Valley News	Clerk	Awaiting invoice