

Kennington Parish Council
Oxfordshire
Minutes of the meeting held on
11th December 2025 at 7:30pm in the Village Centre

Present:

Cllr Andrews Cllr Brown Cllr Cobb Cllr Cuddy Cllr Feather
Cllr Johnston Cllr Locklin Cllr Patterson Cllr Powles

In Attendance: Lawrence Wootten (Clerk/RFO)

Members of the public: None

387.25 NOMINATIONS FOR CO-OPTION

Mr James Lee had asked to be considered for co-option and the Clerk had confirmed his eligibility.

388.25 It was agreed that Mr Lee be co-opted and elected to serve on the parish council. This was proposed by Cllr. Patterson, seconded by Cllr. Johnston and agreed unanimously. Mr Lee had sent his apologies ahead of the meeting, but had informed the Clerk that he was happy to be co-opted in his absence. Clerk would arrange signing the Declaration of Acceptance of Office with Mr Lee at the earliest opportunity.

ACTION FOR CLERK – arrange signing of the Declaration of Acceptance with Mr Lee.

389.25 APOLOGIES FOR ABSENCE

Apologies received from Cllrs Jempson, Russell and Smith

390.25 ITEMS RAISED BY MEMBERS OF THE PUBLIC - None

391.25 DECLARATIONS OF PERSONAL OR PREJUDICIAL INTEREST - None

392.25 MINUTES OF THE MEETING HELD ON 13 NOVEMBER 2025

The Parish Council resolved to sign the minutes of the meeting held on 13 November 2025 as a true record.

393.25 REPORT OF THE CLERK

NEW ISSUES

A Email received by Clerk:

"I was born in Tandem Cottages, Kennington in 1951. We have a couple of photographs of my brother, taken in the garden but I have no idea what the house, or indeed the village looked like at that time. Please can you tell me where I might be able to find old photographs of the village?"

Clerk replied providing contact details for Kennington History Society

B Email received by Clerk:

"I'm aware that folk travel miles to see swathes of snowdrops in February. Wouldn't it be wonderful if, over time, many grass verges in Kennington may put on such a display! Snowdrops in the general Kennington verges shouldn't interfere with BGG cut, as they will die back naturally. I wanted to check with yourselves before popping an article in the Kennington Chronicle, offering free snowdrops in the green, for neighbours to take from No Miles Nursery at 140 Poplar Grove, if they fancied popping them in the verges outside their properties. One only needs about 5 bulbs individually spread in zigzag fashion about 0.5m apart. Over time, these could have a chance to bulk up and give that hit of joy that we all need during the most challenging month of February!"

Clerk replied that the Parish Council had already given permission to Wild About Kennington to plant more bulbs on some of the village verges, and if individual householders wished to take up the offer and plant bulbs on the verges outside their houses, it would be a matter for them to decide, since the verges are owned by Oxfordshire County Council.

C Clerk received report from Kennington Athletic Football Club that the Playfield Rd pavilion showers were malfunctioning. Boost switch for showers was found to be faulty. Clerk obtained replacement unit and

arranged for a contactor to fit it before the next weekend's football fixtures. Showers now working normally.

- D** Clerk received report from Kennington Athletic Football Club that the fluorescent light tube in the kitchen at the Forest Side pavilion was not working. Clerk obtained and fitted replacement tube.

- E** Email received (also sent to Clerk to Radley Parish Council):
"I would like you to discuss in your next meeting the height of the speed bumps by the new houses as the road leads Kennington towards Radley. We value speed bumps and careful driving, however, these bumps regularly scrap the undercarriage of our car and risk causing costly damage. Please could these few bumps be reduced in height. Similar to those in Kennington village itself?"

394.25 It was agreed that this related to Radley Parish and not Kennington, and was a matter for Radley Parish Council.

- F** Clerk received email from resident:
"Is it possible to put some more large stones or logs along this grass verge to stop the school parents from parking on it every morning and afternoon? It is getting very churned up now and blocks visibility for the children on their bikes. Surely it's not for parking? The area in particular is at the top of the avenue on the right before approaching the school on the right."

395.25 It was proposed by Cllr Johnston and seconded by Cllr Powles that OCC Highways should be contacted with a view to obtaining quotes for possible solutions – approved by all.

ACTION FOR CLERK – make contact with OCC Highways Dept.

- G** Annual Waste Transfer Notes completed and returned to Grundon Waste Management for Playfield Road and Forest Side pavilions.

- H** Emailed received from Clerk to Radley Parish Council:
"Does Kennington have any private litter bins which aren't emptied by Biffa/the District Council and if so, who empties them for you? I'm having trouble with Radley's contractors and I would like to suggest an alternative."
Clerk replied that litter bins owned by the Parish Council are emptied regularly by the Village Warden, with holiday cover by Calber Facilities Management.

- I** Clerk obtained charity street collection licenses (for the Village Hall Charity) from VoWHDC for Christmas Events.

- J** Clerk edited the Christmas Carol/Song pamphlets and ordered new ones for Carols Around the Tree from Holywell Press. Collected in-time for distribution to the general public at the event – and most were returned to be used again next year.

- K** Clerk attended the installation of the Christmas tree at the War Memorial with Lynch Brothers and their associates.

- L** Clerk collected sign from Scorpion Signs thanking Lynch Brother Homes for their help installing and lighting the Christmas tree for another year.

- M** Clerk received report from Village Warden that the dehumidifier/moisture absorber block placed in the village hall defibrillator cabinet seemed to have cured the problem of condensation build-up and the cabinet is now dry. Clerk will purchase several more. Servicing of the cabinet no longer seems to be necessary.

- 1** Clerk received phone call from resident of Meadow View Road asking why there is still a builders' compound and Portaloo on the small green at the junction of Meadow View and Poplar Grove.

396.25 It was agreed that the Clerk would follow this up with OCC Highways Dept.

ACTION FOR CLERK – make contact with OCC Highways Dept.

- 2** Clerk received email from First Aider present at the Village Hall:
"as part of a call out the AED got taken from the village hall this morning. It wasn't used to me knowledge (the ambulance arrived before the carer that got the defib got back). I'm hoping there is some process where by you know all of this and can check it ..."

Clerk thanked the First Aider and contacted The Circuit to inform them and seek advice. Where the unit hasn't been used (just removed from the cabinet), all that is required is to check that the unit has been replaced properly, the batteries are still ok, and the cabinet has been locked properly. Clerk carried out those checks and found everything to be in order – no further action required.

- 397.25** Cllr Brown asked if the defibrillator units have labels of ownership. It was agreed that the clerk would check and ensure units are clearly labelled as property of Kennington Parish Council with contact details.

ACTION FOR CLERK – check ownership labels and contact details are on all defibrillator units.

CONTINUING ISSUES

- N** Clerk emailed all residents who had contacted the Parish Council on the matter of HMOs in Kennington to update them on the outcome of the council meeting on 11th November, and to inform them that a letter had been sent to the Deputy Chief Executive of VoWHDC and that the clerk had been informed that a Planning Enforcement Investigation was in progress.

- O** The response from the VoWHDC Deputy Chief Executive to the Clerk's letter regarding HMOs in Kennington was forwarded to all Councillors and to all residents who had previously emailed the Parish Council on the matter.

- P** Email received from OCC Tree Officer regarding concerns of tree overgrowth on Sandford Lane:
"As discussed at the meeting, I have issued an advisory notice to the registered land owners. This letter advises that they retain the services of an arboriculturalist to assess the trees on land which they own, particularly those trees that are adjacent to the highway. As I and my colleague discussed with the group at the meeting, the trees causing the primary concern appear to be in such a condition that I, on behalf of Oxfordshire County Council (OCC), cannot yet use the powers available to OCC, as the local highway authority, under section 154 of the Highways Act 1980. The whole parish is scheduled to be surveyed as part of the OCC Tree Services cyclical survey of its tree stock. As part of this survey privately owned trees adjacent to or within falling distance of the highway where deemed necessary are recorded and if necessary further action taken. If the residents of Sandford Lane notice a deterioration in the condition of the trees adjacent to the highway please could you encourage these to be placed on Fix My Street. However, I will still respond to urgent enquiries sent directly through email. If you consider it to be of value to yourself and the residents of Kennington I can be available to attend a parish council meeting."

- Q** Resident sent a file of high-resolution photos to the Clerk for the updated website. Photos shared with the council's web designer at Adventis.

398.25 CORRESPONDENCE AND REQUEST FOR GRANT AID

Request for grants

- A** The Council received a request for a £500 Community Grant from Kennington Band.

399.25 It was agreed that a statement of accounts was required before the council could consider the application. Clerk to request further documentation.

ACTION FOR CLERK – Request further financial information from Kennington Band.

Correspondence for discussion/action

- B** VoWHDC – Response of Deputy Chief Executive to Clerk on HMOs in Kennington
- 3** River Thames Society - invitation to renew membership for 2025/26 at a cost of £15
- 400.25** Renewal of annual membership of the River Thames Society was proposed by Cllr Patterson, seconded by Cllr Johnston and approved by all. Clerk to action as appropriate.

ACTION FOR CLERK – Renew River Thames Society membership.

Correspondence forwarded to Councillors for information

- C** Thames Valley Police - Winter of Action starts today (1/12)!
- D** SODC & VoWHDC - Media release: Councils continue to support disabled and vulnerable residents through the Disabled Facilities Grant
- E** News from VoWHDC - Thames Valley CCTV Partnership
- F** VoWHDC - Statement: Thames Valley CCTV Partnership
- G** Letter of thanks received from the Treasurer of Kennington History Society for the Community Grant which was used to purchase a new projector screen.
- H** VoWHDC - Invitation from The Wilts & Berks Canal Trust - Drop-in presentation 17 December
- I** VoWHDC - Media release: A call for Oxfordshire and Berkshire to be in the next wave of Strategic Authorities
- J** CONSULTATION – Various Roads (South & Vale) - Proposed Disabled Persons Parking Places (November 2025)
- K** OCC (via Cllr Lugova) - Lodge Hill - temporary speed limit 30MPH from 1st Dec 2025

Newsletters

- L** OALC November Newsletter for Member Councils
- M** Community First Oxfordshire – November Newsletter
- N** Oxfordshire County Council – The latest news for your communities
- O** RSN Weekly Newsletters
- P** Healthwatch Oxfordshire
- 4** TVERC News Update - December 2025

401.25 FINANCIAL REPORT

Statement of Bank Accounts as at 30 November 2025

Community Account	500.00
Business Premium Account	140,426.08
National Savings & Investment Account	86,540.73
Public Sector Fund (CCLA account)	115,916.88
Total	343,383.69

Income received in November	
Kennington Village Hall Quarterly play area inspection	62.25
CCLA Investment Management Ltd Income reinvestment 31 st October – 30 th November 2025	393.08

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Direct debits to be paid in December		Power to Act
Virtual Landline Invoice No. 1235904 (28 November – 28 December) subscription for virtual landline	8.75	Section 111 LGA 1972
YGP Forest Side Pavilion November electric (Invoice No: 1176247)	96.29	LG (Misc Prov) Act 1976
YGP War Memorial November electric (Invoice No: 1178892)	40.22	LG (Misc Prov) Act 1976
Castle Water Playfield Road Pavilion 01.11.25-30.11.25 (Invoice 10008485926)	22.20	LG (Misc Prov) Act 1976
Castle Water War Memorial 01.11.25-30.11.25 (Invoice 10008466165)	15.98	LG (Misc Prov) Act 1976
EDF Invoice No. KI-3CBED647-0018Playfield Road Pavilion gas (30 October – 5 December 2025)	23.38	Section 111 LGA 1972

Reference No. 2025/	Accounts to be paid in December		Power to Act
169	Mr L J Wootten Salary for November less tax, NI & pension contribution	1,385.34	Section 112 LGA 1972
170	Oxfordshire County Council Pension Fund Clerk's and Employer's contributions for November	463.32	Section 111 LGA 1972
171	Mr A Highley Village Warden Salary for September less tax and NI	367.68	Section 111 LGA 1972
172	Mr T Fleming War memorial grass cutting volunteer for November	41.91	Section 111 LGA 1972
173	Mr A Cobb Chairman's monthly allowance for November	73.69	Section 111 LGA 1972
174	HM Revenue and Customs Tax and Employer NI contributions for November	490.31	Section 111 LGA 1972
175	Kennington Village Hall Room booking for November	89.00	Section 111 LGA 1972
176	Calber Facilities Management Playfield Rd Pavilion cleaning – Invoice CL483552	208.90	LG (Misc Prov) Act 1976
177	Adventis Web Hosting – Invoice 0000281	31.50	Section 111 LGA 1972
178	Grundon Wheelie bin emptying at Forest Side & Playfield Rd Invoices 1390790 and 1390789	175.95	LG (Misc Prov) Act 1976
179	Eurooffice Bin liners, toilet rolls and hand towels Invoice 0004734422	217.41	LG (Misc Prov) Act 1976
180	Mr L J Wootten Timer switch for Playfield Pavilion + fluorescent tube for Forest Side Pavilion	29.77	LG (Misc Prov) Act 1976
181	Purely Plants (Busy Baskets) Winter planting – 4 planters	580.00	LG (Misc Prov) Act 1976
182	Savills (on behalf of St John's College) Hire of Forest Side playing field 25.12.25 – 24.03.26	661.90	LG (Misc Prov) Act 1976
183	D E Electrical Replace boost switch at Playfield Road Pavilion	78.00	LG (Misc Prov) Act 1976

184	Oxfordshire County Council Installation of posts for SIDs	769.86	LG (Misc Prov) Act 1976
185	Eibe Play Ltd Installation of play equipment for Forest Side play area	34,824.83	Public Health Act 1875, s.164 Local Government Act 1972 s14 ss27; Public Health Acts Amendment s Acts 1890 s44; Open Spaces Act 1906 ss9 & 10; Local Government (Miscellaneous Provisions) Act 1976 s19; Commons Act 1899
186	Lions Club of Abingdon Donation for use of Santa Sleigh	275.00	Section 137 LGA 1972
187	The Abingdon Bridge Community Grant	550.00	Section 137 LGA 1972
188	Citizens Advice Oxfordshire Community Grant	900.00	Section 142(2A) LGA 1972
189	Holywell Press Carol/Song Pamphlets for Carols Around the Tree	258.00	Section 111 LGA 1972
190	Mr L J Wootten MS 365 Annual Subscription	84.99	LG (Misc Prov) Act 1976
191	BGG Garden & Tree Care November Burial Ground and Verge Mowing	654.00	LG (Misc Prov) Act 1976

Total transferred in December = £ 43,211.36

402.25 Reconciliation reports together with the trial balance, cash books and summary income and expenditure (against budget) and copy of annual budget reports were circulated to all Councillors for November 2025.

403.25 The Financial Report was proposed by Cllr Powles, seconded by Cllr Johnston and approved.

404.25 FINANCE MEETING MINUTES AND BUDGET ESTIMATES AND PRECEPT FOR 2026-2027

405.25 Approval of the minutes of the Finance Meeting held on 4th December 2025 was proposed by Cllr Johnston, seconded by Cllr Powles and agreed unanimously.

406.25 It was resolved to accept the budget estimates and precept for 2026-27 - proposed by Cllr. Powles, seconded by Cllr Johnston and voted unanimously.

ACTION FOR CLERK – Forward agreed precept of £158,800 to Vale of White Horse District Council.

407.25 APPOINTMENT OF THE PARKINSON PARTNERSHIP FOR THE PAVILION PROJECT

408.25 The appointment of the Parkinson Partnership as a consultant to the Playfield Road Pavilion Project at a cost of £950 was proposed by Cllr Feather, seconded by Cllr Johnston and approved by all.

409.25 APPROVE QUOTE FOR PREPARING THE AREA FOR THE MEMORIAL BENCH IN ST SWITHUN'S CHURCHYARD

410.25 The quote received for the work to clear and prepare the area for the memorial bench had been higher than expected and it was proposed by Cllr Johnston and seconded by Cllr Feather that alternative quotes should be investigated.

ACTION FOR CLERK – Obtain additional quotes for the work at St Swithun's Churchyard.

411.25 LINKS PLAY AREA REPAIRS

412.25 The Clerk reported that he had not received the expected quote from the council's contractor and that the matter would need to be deferred to the next meeting.

413.25 THE LAWNS, RADLEY PARISH

414.25 Cllr Cobb raised the point that CIL monies ought to be shared where a new housing development borders another parish and the residents of that development use the facilities of the neighbouring parish rather than their parent parish (i.e. residents of The Lawns, Radley). Was there a mechanism for that to take place?

415.25 Cllr Patterson suggested that a letter should be written to VoWHDC on the matter.

416.25 Cllr Brown suggested that a Community Governance Review could be carried out through the District Council and that the right person to contact would be the Democratic Services Officer, Mr S Corrigan.

417.25 It was agreed that the Clerk would write to the Democratic Services Officer for further advice.

ACTION FOR CLERK – Write to VoWHDC Democratic Services Officer enquiring about the possibility of a Community Governance Review.

418.25 BAGLEY WOOD ROAD TRAFFIC FLOW

419.25 Cllr Locklin had put together a document highlighting residents' concerns about traffic flow at the northern end of Bagley Wood Road where there are no pavements to allow pedestrians to safely avoid traffic – the document had been circulated to Councillors ahead of the meeting.

420.25 Cllr Powles proposed that the Oxfordshire County Council Highways Engagement Team is contacted to arrange a visit during the busiest period (around 8.30am), seconded by Cllr Johnston and agreed by all.

421.25 It was agreed that the Clerk would email Cllr Lugova, forwarding Cllr Locklin's document and requesting that a meeting be set up with OCC Highways Engagement Team.

ACTION FOR CLERK – Forward Cllr Locklin's document to Cllr Lugova and request a meeting with OCC Highways Engagement Team to discuss traffic flow at the northern end of Bagley Wood Road.

422.25 CLERK AND COUNCILLOR TRAINING – none requested

423.25 REPORTS OF MEMBERS ON OUTSIDE BODIES

424.25 Cllr Andrews – Wild About Kennington

Wild About Kennington had thanked the Parish Council for giving permission for more bulbs to be planted on the village verges.

425.25 Cllr Brown – Village Hall

426.25 Room hire fees are likely to increase next year

427.25 ITEMS RAISED BY MEMBERS

428.25 Cllr Brown

The Carols Around the Tree event had raised £150 for the Village Hall.

The Forest Side Play Area post-installation inspection was due tomorrow (Friday 12th December) the play area would be open to the public once that was completed.

An Events Committee meeting would be necessary early in the New Year to arrange an official opening of the Forest Side Play Area.

429.25 Cllr Jempson

Had sent an email to Council ahead of the meeting showing pavement damage outside a property on Sandford Lane where development work was taking place.

Cllr Lugova will check the situation.

430.25 Cllr Patterson

Proposed that the Clerk write to Mr Claridge thanking him for his hard work in charity fundraising but asking him to ensure that all advertising material was removed from street furniture in the New Year.

ACTION FOR CLERK – Write to Mr Claridge.

431.25 Cllr Cuddy

Pointed out that PAT testing of Parish Council equipment was required.

The Clerk suggested that this could be done at the same time as electrical safety inspections were carried out at the sports pavilions and would contact a contractor to carry out the necessary inspections in the New Year.

ACTION FOR CLERK – contact electrical contractor to carry out electrical safety inspections and PAT test council equipment.

432.25 Cllr Feather

Suggested a working party for the Playfield Road Sports Pavilion project be set-up to meet before the middle of March. Dates to be confirmed.

433.25 Cllr Andrews

The Rev Samson had thanked the Parish Council for organising another successful Carols Around the Tree event.

There was a problem reported to her with regard to the number of disabled parking spaces at the Health Centre. It was agreed that this was a matter for the Health Centre Management as it was on their property.

Updated the Council on progress with tree felling in Bagley Wood which she had also relayed to residents.

434.25 Cllr Locklin

Asked about the removal of the flower troughs. It was agreed that this could wait until the New Year

435.25 Cllr Powles

Thanked Councillors and Clerk for making Carols Around the Tree a success and pointed out that new electrical cables would be required next year.

436.25 REPORT OF THE DISTRICT COUNCILLORS – Cllrs Diana Lugova and James Cox

HMOs - Cranbrook Drive. Haven't heard any further update from Enforcement investigation team.

Street Cleaning Survey for Town and Parish Councils: If not already done so, please fill in this survey about street cleaning services and what you would like improved (if anything). The Town & parish street cleansing survey link is here [Town & parish street cleansing survey](#) - Join the conversation - South

Oxfordshire & Vale of White Horse - Citizen Space The deadline has been extended to 23rd December so there is still time to let the Vale Waste team know your council's views.

Support from Vale throughout Winter: There is a new link on the Vale's homepage to lots of helpful information about services and support for local people during the colder months. From beds for rough sleepers, flood prevention and warm spaces across our communities: Winter in The Vale - Vale of White Horse District Council.

South Oxfordshire and Vale of White Horse Local Plan Latest: The status of the Joint Local Plan remains 'in examination' and has some weight when making planning decisions. There should be no risk of speculative development and parishes are encouraged to continue preparing and reviewing Neighbourhood Plans as normal.

437.25 REPORT OF THE COUNTY COUNCILLOR – Cllr Diana Lugova

Traffic data and parking enforcement. Have requested data - though still waiting for both sets of data. Will share as soon as I get them.

Schools Travel problems. OCC will schedule a call with Kennington PC Cllrs and parents but requested to have initial call with me first. I am collecting relevant cases and moved the call to next Thu as need more time to prepare. Most likely the call with PC and parents will be in January 2026.

Oxford Congestion Charge Scheme. Wanted to remind about free bus tickets for P&R buses based on parking payment which make Oxford visit significantly cheaper – P&R parking costs £2.50 for up to 16 hours and it covers bus tickets for 2 adults and 3 children. The scheme is valid for 3 months – from 29th October 2025 till the end of January 2026.

Illegal waste tipping in Oxfordshire. You probably heard about Kidlington illegal site waste site which turned is turning into environmental disaster. EA was aware about the site and the problem, and OCC is working with EA – though each authority in its own capacity. It looked like all or majority of illegal activities on the site was carried out during nights, and that was one of the reasons why it took some time to see the problem. The other issue was EA (and OCC) struggled to locate the landowner as land was passed "around" and changed hands quite a few times. On the 23rd of October a Restriction Order was granted under Section 109D of the Environmental Protection Act 1995. The Restriction Order is a more powerful mechanism than an injunction – (it being an immediate criminal offence to breach it. Now, the main question is how to quickly clean up the site and who will pay for it. The cost of the land is not enough to cover the expenses. Illegal waste site of such a scale is a serious criminal offence and OCC would like to reiterate that information from the public is critical to holding waste criminals to account. If you or any of your constituents have any information about this site or suspect illegal waste activity anywhere, please call the Environment Agency's 24-hour incident hotline on 0800 807060. You can also report information to call crime stoppers on its website.

OCC is currently running two major resident consultations:

- Shaping the future of our fire and rescue service. Residents and businesses are being invited to help shape the future of our fire and rescue service. A set of proposals will be consulted on, designed to ensure that, as Oxfordshire grows and changes its fire stations, resources, and people are in the right place at the right time to meet the needs of communities and improve the safety, efficiency and resilience of the service. Oxfordshire fire and rescue has recently completed a review of how it delivers its emergency response and community safety across the county. Considerations included how, where and when wholetime and on-call firefighters operate to enable the service to better meet demand day and night across all of Oxfordshire. This includes improving both emergency response times and expanding the reach of vital prevention and protection services to all communities. The survey will close on 20 January 2026. There are a

number of online information events planned over the coming weeks. You can find out more about these sessions and book a place online.

- National Highways and Transport (NHT) Network 2025. Oxfordshire is taking part in a nationwide survey on public satisfaction with transport and road services. We're asking for residents' views on: accessibility, highways maintenance, public transport, road safety, tackling congestion, walking and cycling and business uses. The surveys are independent and have been created for the National Highways and Traffic Network. Residents can take part in one or all of them. The surveys will be open until 28 February 2026. For a full list of all resident consultations, visit Let's talk Oxfordshire. Please contact consultations@oxfordshire.gov.uk with any queries.

438.25 ANY MATTERS FOR FUTURE DISCUSSION – None raised

439.25 CONFIDENTIAL ITEMS – None

Date of Next Meeting: 15 January 2026

Meeting closed at 8.59pm

Signed

Date 15th January 2026