Littlemore Parish Council
c/o 8 Nicholas Avenue, Old Marston, Oxford OX3 0RN
Tel: 07377 682216 Email: clerk@littlemoreparishcouncil.gov.uk

To: All members of Littlemore Parish Council – Cllrs Peter George (Chair), Sadiea Mustafa-Awan (Vice Chair), Susie Aldridge, Lynne Davies, Michael Evans, Dorian Hancock, David Henwood, Adrian Kowalski, Aga Mackowska, Anna Railton, Alexander Singleton, Chris Smowton, Anne Stares, Peter White and Maggie Willis.

You are hereby summoned to attend the Parish Council meeting to be held at Littlemore Village Hall, Railway Lane, Littlemore, OX4 4QB on **Tuesday 10th November 2025** at 7pm for the purpose of transacting the following business. Members of the public and press are invited to attend.

Yours sincerely

Tim Cann.

(CiLCA Qualified)

Acting Parish Clerk Issue Date: Wednesday 5th November 2025

Protocol for Parish Council & Committee meetings.

- Members of the public and press are welcome to attend meetings unless precluded by the Parish Council by resolution during the whole or part of the proceedings.
- They may address the Parish Council on any matter of council business during the time allotted at the beginning of the meeting for public participation.
- Anyone wishing to speak must give prior notice with name and address to the Clerk before the meeting starts.
- No member of the public or press shall speak for more than 3 minutes unless the Chair so declares and the total time for public participation is 10 minutes.
- There is no entitlement for members of the public to speak at any other time during the meeting, unless invited to by the Chair.
- A record of public participation may be included in the Minutes and, if any action(s) required, will be reported on at the next meeting.
- In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The Chair of the meeting may direct that a written or oral response be given.
- A person, including Councillors, shall raise their hand when requesting to speak.
- A person, including Councillors, who speaks at a meeting shall direct his comments to the Chair of the meeting.
- Only one person, or Councillor, is permitted to speak at a time. If more than one person wants to speak, the Chair of the meeting shall direct the order of speaking.
- A person, or Councillor, shall not interrupt or talk over a person speaking.

Agenda

Note: To access links, hold Ctrl and press ENTER.

Public Forum – the first ten minutes are available for the public to speak or ask a question on relevant Parish Council matters on the following Agenda. The public are welcome to stay and observe the rest of the meeting.

FC 82/25 Chair's Welcome

FC 83/25 Apologies for absence

Apologies received by the Chair will be recorded and it will be for the Committee to decide whether to approve a member's reason for absence.

FC 84/25 Declarations of Interest

To receive any pecuniary or non-pecuniary declarations of interest and confirmation of any relevant dispensations.

FC 85/25 Minutes of Previous Meeting (Page 5)

To receive and approve as correct record the minutes of the Full Council meeting held on Tuesday 14th October 2025.

FC 86/25 Reports from County & City Councillors

FC 87/25 Report from Thames Valley Police

FC 88/25 Update on Neighbourhood Plan (Link Here)

- Promotional Poster

FC89/25 Finance and General Purposes Committee (Page 8)

The Finance & General-Purpose Committee was inquorate on Thursday 30th October 2025, so Council needs to decide on the following:

- Approval of payment of £199.00 for the grounds staff tablet so day to day checks etc can be done electronically.
- The Clerk to send out reminders of the grant system being available to those who have previously applied and make aware any other local organisation that may fit the criteria and benefit.
- Biodegradable Wreath £40.00 – (from Chair's allowance)
- Donation to Royal British Legion – matching cost of wreath.

FC 90/25 Planning (Link Here)

To review and comment on current planning applications:

- **25/02661/FUL – 32 Cardinal Close, Littlemore –** Erection of a garden shed to rear (part retrospective)
- 25/02661/FUL | Erection of a garden shed to rear (part-retrospective). | 32 Cardinal Close Oxford Oxfordshire OX4 3UE
- **25/02857/FUL – 5 Chapel Lane, Littlemore** – Formation of 1 rear dormer.
- 25/02857/FUL | Formation of 1no. rear dormer. | 5 Chapel Lane Oxford Oxfordshire OX4 4QB

Planning Applications Awaiting Decisions:

- **25/02341/FUL – 3 Broadfields**

Decisions:

- **25/02109/FUL – 18 Denny Gardens – APPROVED**
- **25/02142/FUL – 38 Minchery Road – APPROVED**
- **25/01284/FUL – Unit 6, Trade City Oxford, Sandy Lane West – APPROVED**

Consultations: NONE.

FC 91/25 Oxford Road Recreation Ground Play Equipment Update (Link Here)
To review the minutes of the Parks & Environment Committee meeting held on Thursday 9th October 2025.

- To approve the updated/design from preferred supplier and proceed with order.

FC 92/25 Clerk's Report:
To receive an update on actions by the clerk.

FC 93/25 Date of next Full Council Meeting
Tuesday 11th November at 7pm at Littlemore Village Hall.

FC 94/25 Items of an urgent nature brought to the Clerk's attention after the agenda was set:

FC 95/25 Information Sharing: (Please note this is for the sharing of information. No actions can be taken by the council on any item that may come up.

- OALC Newsletter – already forwarded to all councillors.

FC 96/25 Date of Next Meeting: Tuesday 9th December 2025

FC 97/25 Closed session
To resolve, under Section 1, Paragraph 2 of the Public Bodies (Admissions to Meetings Act), that the public be excluded from the meeting for the following items of business by reason of the confidential nature of the business to be transacted.

FC 98/25 Herschel Crescent Recreation Ground Update: