



Littlemore Parish Council

c/o 23 Fairlie Road, Oxford, OX4 3SW

Tel: 07377 682216 Email: clerk@littlemoreparishcouncil.gov.uk

To: All members of Littlemore Parish Council – Cllrs Peter George (Chair), Sadiea Mustafa-Awan (Vice Chair), Lynne Davies, Michael Evans, Dorian Hancock, David Henwood, Adrian Kowalski, Aga Mackowska, Anna Railton, 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 8th September 2026** at 7pm for the purpose of transacting the following business. Members of the public and press are invited to attend.

Yours sincerely

Chanika Farmer

Parish Clerk

Issue Date: Wednesday 3rd September 2026

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

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 59/26 Chair's Welcome.

FC 60/26 Apologies for absence.

FC 61/26 Declarations of Interest

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

FC 62/26 Minutes of June Full Council Meeting (PAGE 6)

To receive and approve as correct record the minutes of the Full Council meeting held on Tuesday 7th June 2026.

FC 63/26 Minutes of July Full Council Meeting (PAGE 10)

To receive and approve as correct record the minutes of the Full Council meeting held on Tuesday 14th July 2026.

FC 64/26 Reports from County & City Councillors.

FC 65/26 Report from Thames Valley Police.

FC 66/26 Finance and General Purposes Committee (PAGE 20)

To review and comment on the Finance and General Purposes Committee minutes of Thursday 30th July 2026 .

FC 67/26 Parks and Environment Committee (PAGE 23)

To review and comment on the minutes of the Parks and Environment Committee meeting of Monday 20th July 2026 where the following items were resolved:

- To set up a Working Group to discuss a project plan, timescales, temporary and permanent proposal, costs. Etc for the workshop on Oxford Road Recreation Ground.

FC 68/26 Personnel and Standards Committee (Page 27)

To review and comment on the minutes of the Personnel and Standards Committee meeting of Wednesday 15th July 2026 where the following items were resolved:

- Finalise person specification and job description for Littlemore Local editor to advertise in September.
- To include all staff in Local Government Pension Scheme.

FC 69/26 Infrastructure Grant Policy

To approve the Draft September 2026 Grant Policy be approved and adopted as presented. Please follow the links here to view the following documents:

1. [Draft July 2026 \(tracked changes\)](#): This version shows the comments and amendments suggested by the City CIL Team.
2. [Draft September 2026 \(clean copy\)](#): This version incorporates those comments and amendments.

FC 70/26 Grant Policy

To discuss suggested amendment to wording of Grant Policy (up to £500).

FC 71/26 George Pub Working Group

To review and agree the Terms of Reference for the Working Group for the George Pub. View Terms of Reference [here](#).

View update from Working Group [here](#).

FC72/56 Neighbourhood Plan Working Group

1. To review and agree terms of reference. View document [here](#).
2. To discuss proforma of working NP Action Plan on one policy area.

FC 73/26 Planning

To review and comment on current planning applications:

- **26/01848/FUL - 36 Mandlebrote Drive COMMENTS SUBMITTED**
- **26/01668/FUL – Northbrook House Robert Robinson Avenue NO COMMENTS FROM LPC**

Planning Applications Awaiting Decisions:

- **26/01443/FUL - Allotment Gardens Minchery Road Oxford COMMENTS SUBMITTED**
- **26/01199/LBC – Minchery Farm Club, Minchery Farm**
- **26/01076/CEU – 32 Oxford Road**
- **26/00886/FUL – Scout Headquarters**
- **26/00266/FUL – Plot 23-26 Oxford Science Park, Grenoble Road**
- **25/01546/FUL – 8 Lanham Way**

Decisions:

- **25/03412/FUL – The Chapel, 3 Armstrong Road APPROVED**

Consultations: NONE

FC 74/26 Members Reports on Outside Bodies meetings

FC 75/26 Clerk's Report:

To receive an update on actions by the clerk.
AGAR submitted.

FC 76/26 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.)

FC 77/26 Date of Next Meeting: Tuesday 13th October 2026 7pm in Littlemore Village Hall.