



Sutton Courtenay Parish Council

Locum Clerk, Allison Leigh

Sutton Courtenay Parish Council, c/o Village Hall, Hobbyhorse Lane, Sutton Courtenay, OX14 4BB
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To: Cllrs Rita Atkinson (chairman), Robert Dalby, Paul Galliver, Cathy King, Joanna O'Callaghan, Lia Plowman, Ian Pratley, Hugo Raworth, and Jason Warwick.

1st October 2025

Dear Councillor,

You are hereby summoned to attend a meeting of Sutton Courtenay Parish Council, to be held on **Tuesday 7th October 2025 at 7.00pm in Sutton Courtenay Village Hall**, for the purpose of transacting the following business.

Yours sincerely,
Allison Leigh

AGENDA

1. Public Participation

An opportunity for the public to bring parish matters to the attention of the Council.

- Didcot Data Campus (7 – 7:20pm)
- SSE Community Support (7:20 - 7:30pm)

2. Apologies for Absence: Councillor Lia Plowman

3. Declarations of interest from Councillors and requests for dispensations

4. [Minutes of the meeting held on Tuesday 2nd September 2025](#)

5. Planning

- a) To note the planning matters considered during September under delegated authority (enclosed)
- b) Applications for consideration at the meeting (enclosed)
- c) Additional planning correspondence
 - i. Update on OCC Scrutiny Committee
- d) To consider the draft protocol for pre-application meetings with developers (enclosed)

6. Finance

- a) To approve the October payment reports (to follow)
- b) To appoint two Councillors to authorise the payments via the online banking platform
- c) To note the budget and reserves reports (to follow)
- d) To consider the purchase of a new laptop for the Clerk
- e) To agree a £200 donation to the Royal British Legion
- f) To consider a litter pick on the 29th October 2025 and the purchasing of refreshments/hiring of the Village Hall

7. Recreation Ground

- a) New cricket nets (\$106 project): To have an update
- b) To review the fortnightly checks and consider any action needed, including:
 - i. Recurring damage to fence: To consider the damage and ask the Amenity and Recreation Working Party to investigate options

- ii. Damage to the wooden shelter: To consider the results of investigations by councillors
- iii. Trampoline safety: To have an update

8. Drayton High Street VAS: To consider Oxfordshire County Council installing a spare speed sign on Drayton High Street between Drayton and Sutton Courtenay

9. Thames Water & Hobbyhorse Lane

Report from recent meetings and next steps.

10. South East Strategic Reservoir Option (SESRO)

To have an update, note correspondence sent and consider a response to the GARD non-statutory consultation

11. Reports

- a) County & District Councillor's Report
- b) Parish Councillors' Reports
- c) Clerk's Report (including an update on new SID poles, litter bins and High Street phone kiosk)

12. Parish Council Assets (street furniture, etc.)

- a) To report any issues with the current SIDs

13. Village Green vehicle barrier project (S106)

14. Sutton Courtenay Parish Council Action Plan

15. Casual Vacancy

- a) To report that no by-election had been called following the vacancy created by the resignation of Cllr Field
- b) To consider co-opting people to fill the two current vacancies

The press and public are welcome to attend the meeting.

If you require a copy of papers marked enclosed/to follow please check the website or contact the Clerk.