MINUTES
Meeting of Tysoe Parish Council
14 September 2026

Meeting Type	Ordinary
Date	14 September 2026
Time	19.00
Venue	Tysoe Village Hall, Main Street, Tysoe
Councillors Present	Amanda Venables (Chair), John Tongue, Chris Bell, Rebecca Billing, Adam Wyatt and Helen Sayers
Apologies	Cllrs David Roache
In Attendance	Cllr Malcolm Littlewood, Cllr Chris Mills, Vanessa Plain (Parish Clerk / RFO)
Members of the Public	0

66. WELCOME and APOLOGIES

Cllr Venables introduced the meeting and welcomed those present. Cllrs Roache extended apologies for his absence.

67. DECLARATION OF INTERESTS – None

68. CONFIRMATION OF MINUTES OF 13 July 2026

Council confirmed the minutes of the ordinary meeting of 13 July 2026 as a true and accurate record of the meeting. Cllr Venables signed the minutes.

Proposed: Cllr Bell Seconded: Cllr Sayers **All in Favour (6 in attendance)**

69. PUBLIC FORUM – 15 MINS ONLY – N/A

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70. WARD MEMBERS UPDATE

a) **CC Chris Mills**. Cllrs acknowledged receipt of a report from Cllr Mills **Ref: Doc County Council September 2026 Report**

Cllr Mills noted his report and asked for questions. Cllr Tongue asked if there was progress on hiring a 'youth' expert give a talk to the council on how best to cater for the youth. Cllr Mills replied it is not yet arranged.

Cllr Venables questioned the long on-going closures on the Shipston Road. Cllr Mills said the closures were due to road works for Severn Trent, not county closures and Severn Trent put out their own road signs.

b) **DC Malcolm Littlewood**. Cllrs acknowledged receipt of a report from Cllr Littlewood **Ref: District Council September 2026 Report**

Cllr Littlewood said there has been a pause on discussions of Local Government Reorganisation at least until Labour Conference. Cllr Littlewood said there is funding available for NDPs including Tysoe.

Specifics about the SWLP and Cllr Littlewood's analysis can be found on the Tysoe Parish Council website.

Both County Council and District Council reports are available on the Parish Council website: www.tysoe-pc.gov.uk

71. CORRESPONDENCE

a) Letter of resignation from Steve Millward was received. The councillors extend thanks to Steve for his time at the council.

b) The council noted receipt of an email reporting a new gate at the Orchards.

c) The council noted an application for £3000 funding was made by the Tysoe Wildlife Group from the Warwickshire Wildlife Trust for wildflower seeds, hedges and hedge laying.

Proposal: Tysoe Wildlife Group to apply for funding through the Parish Council.

Proposed: Cllr Sayers Seconded: Cllr Bell **5 in Favour (1 abstention)**

d) A sad and tragic case of child's death has caused a family to request CPR training for children in the village hall.

Proposal: the council will contribute £100 towards village hall rental for child CPR training

Proposed: Cllr Sayers Seconded: Cllr Tongue **All in Favour (6 in attendance)**

Cllr Billing asked if anaphylactic kits should be added to the defibrillator stations. Cllr Venables will investigate if it is possible.

72. FINANCIAL REPORT

a) The Council received and approved the Finance Report for July & August 2026
Proposed Cllr Billing Seconded: Cllr Wyatt **All in Favour (6 in attendance)**

b) The Council approved the following payments already paid by the authority of the Annual Payments List or awaiting payment:

Voucher No	Item	Paid to	Amount £
P	Salary	Clerk	663. 83
P	WFH Allowance	Clerk	26.65
P	TAX	HMRC	32.52
P	Village Mowing	Thomas Fox	862.44
P	Playground repair	Thomas Fox	342.00
P	Service charge	Unity Trust Bank	7.00

Proposed: Cllr Wyatt Seconded: Cllr Billing **All in Favour (6 in attendance)**

c) The Council approved payments for Parish Clerk to progress.
Proposed: Cllr Billing Seconded: Cllr Tongue **All in Favour (6 in attendance)**

d) The Council received and approved the bank statement and bank reconciliation for the period. Cllr Venables checked and signed the bank statements and the bank reconciliation.
Proposed: Cllr Billing Seconded: Cllr Sayers **All in Favour (6 in attendance)**

e) Net Position Report – previously circulated

f) Reserves Report – previously circulated

73. CLERKS'S UPDATE

a) Closing the HSBC accounts is delayed November when energy supplier will be changed from Valda to Conrad Energy.
Clerk will investigate savings accounts offered by Unity Trust for councillors to choose in next meeting.

b) Notice of Vacancy: SDC has not contacted the TPC regarding the need for an election so TPC can co-opt a new councillor. A general advert for a councillor to be put on noticeboard and website.

c) Email storage for clerk and councillors was increased from 2Gb to 50Gb.

74. AREAS OF RESPONSIBILITY

i. Employment/HR

a) Clerk received salary increase in line with inflation. Mentor for clerk will be arranged.

ii. Infrastructure & Environment –

a. Street lighting: Cllr Venables – WCC have been asked but no update yet received Light at Middleton Close has been repaired. All lights in Middleton Close now working.

Two street lights still need to be repaired – 1) Windmill Way; 2) Opposite Old Tree Lane.

Proposal: To change lights to less expensive modern lights

Proposed: Cllr Bell Seconded: Cllr Sayers **5 in Favour and 1 objection**

b. Change of electricity supplier: Valda Energy will change to Conrad Energy in November

c. Clearing of ditches and trash screens. Cllr Sayers will inspect ditches and trash screens in village and report conditions at next meeting.

iii. Planning – Cllrs Tongue, Wyatt & Venables. Ref: Planning document

a) 26/00615/S106 Ashby Brook Lower Tysoe Warwick CV35 0BN
Recommendation: No objection
Proposed: Cllr Tongue Seconded: Cllr Bell **All in Favour (6 in attendance)**

b) 26/01919/TREE Kingston House 4 Back Lane Tysoe Warwick CV35 0SJ
Ratifying decision made between meetings
Recommendation: No objection

c) 26/01620/FUL Woodside House Sunrising Banbury OX15 6HR
Ratifying decision made between meetings
Recommendation: No objection

d) 26/01654/FUL The Dairy House Lower Tysoe Warwick CV35 0BZ
Ratifying decision made between meetings
Recommendation: No objection

e) 26/01927/FUL Greenside Lower Tysoe Warwick CV35 0BW
Cllrs have not yet had opportunity to investigate

f) 26/01777/FUL Bramley House Templar Close Lower Tysoe CV35 0GT
Canopy Porch
Cllrs have not yet had opportunity to investigate

The full planning report is available on the Parish Council website: www.tysoe-pc.gov.uk

g) **NDP Update**: The publishing of the new National Planning Policy Framework (NPPF) on 17th August means our new NDP (Neighbourhood Development Plan) must now be in line with this new NPPF and existing SDC Core Strategy. This will involve considerable re-drafting, with many policies needing to be removed altogether or substantially amended.
Proposal: Engage Avon Planning to help draft new NDP
Proposed: Cllr Tongue Seconded: Cllr Bell **All in Favour (6 in attendance)**
Proposal: Publish advert inviting people to join NDP Steering Committee and attend Village NDP Update Meeting at 7pm on 15th October.
Proposed: Cllr Venables Seconded: Cllr Sayers **All in Favour (6 in attendance)**

h) **Housing Needs Survey**: 59 responses. Responses not yet analysed, but report due next week.

i) **Sandpits Development**

i. Proposal: Agree in principle to grant pedestrian and utility access across parish council land, but obtain relevant legal advice first concerning making any such granting contingent on any subsequent amendments or new planning application on the site being acceptable to the Parish Council
Proposed: Cllr Venables Seconded: Cllr Bell **All in Favour (6 in attendance)**

ii. More information required on maintenance requirements of public open space before decision can be made on agreeing costs.

j) **Judicial Review** – complete and paid out

iv. **Road Safety –** Cllr Bell

a. Road safety improvements in 4 key areas: Surgery Dropped Kerb, Road signage and marking at Junction of Tysoe Road and Radway Road (better known as Straight Mile Junction), Children crossing signage for Old Fire Station (Nursery) and re-instatement of verges including opposite Meadow Lane.
Proposal: Agree to proceed on 4 projects, but seek alternative posts.
Proposed: Cllr Bell Seconded: Cllr Billing **All in Favour (6 in attendance)**

Cllrs Littlewood and Mills left meeting.

v. Trees & Green Spaces

a. **Tree Audit**: 30 trees in high traffic areas were surveyed. Cllr Billing waiting for quote on remaining 80 trees, and to submit quote for works to trees on recreation ground.
b. **Mowing verges on Badger's Lane**: £630 per annum to mow verges
Proposal: To mow verges on Badger's Lane
Proposed: Cllr Bell Seconded: Cllr Wyatt **5 in Favour and 1 abstention**
c. **Maintenance of verge on Jeff's Close**: Highways own verges so they agreed to maintain verge on Jeff's Close. Awaiting approval from all residents of adjoining properties.
d. **Playground**: Exposed concrete and metal pieces removed. Awaiting annual report before further repairs are made.

75. ANNUAL REVIEW OF POLICIES

a. Privacy Notice
b. Publication Scheme
c. Powers and Duties List
d. Scheme of Delegation
e. Allowances and Expenses
f. Disciplinary Procedure
g. Biodiversity Policy

Proposal: Approve latest versions of policies under review.
Proposed: Cllr Billing Seconded: Cllr Sayers **All in Favour (6 in attendance)**
Policies to be published on website along with Emergency Plan

76. DATE OF NEXT MEETINGS

All meetings are held in Tysoe Village Hall, Main Street, at 7.00pm in the McNulty Room.

a) October 12th Ordinary meeting
b) November 9th Ordinary meeting
c) December 14th Ordinary meeting

77. FUTURE AGENDA ITEMS & MATTERS ARISING –

Clerk to investigate insurance to see if policy covers wildfire liability

78. CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS

Cllr Venables closed the meeting at 8:50pm.

79. PRIVATE AND CONFIDENTIAL

None