



Benson Parish Council

Benson Parish Hall, Sunnyside, Benson, Wallingford. OX10 6LZ

Tel: 01491 825038 e-mail: clerk@benssonpc.org.uk

Full Council

Membership:

Councillor William Pattison (Chair), Councillor Patricia Baylis (Vice Chair), Councillor Robert Castelow-Sturges, Councillor David Dawkins, Councillor Rob Jordan, Councillor Fiona Lovesey, Councillor Gavin McLauchlan, Councillor Roger Moore, Councillor Phillip Murray, Councillor Ian Skeels, Councillor Tom Stevenson, Councillor Michael Winton.

MINUTES OF A MEETING OF THE FULL COUNCIL HELD AT THE PARISH HALL, BENSON ON THURSDAY 26th MARCH 2026 AT 7.30PM.

Present: Cllr William Pattison (Chair), Councillor Patricia Baylis (Vice Chair), Councillor Robert Castelow-Sturges, Councillor David Dawkins, Councillor Rob Jordan, Councillor Fiona Lovesey, Councillor Gavin McLauchlan, Councillor Phil Murray, Councillor Ian Skeels, Councillor Tom Stevenson, Councillor Michael Winton.
Nicola Copland - Clerk

Layla Johnston
31st March 2026.

1. Apologies and absences.

Apologies were received from Cllr Moore.

2. Declarations of interest

Members must ensure that they complete the Declaration of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e., to stay in the meeting, to leave the meeting or stay in the meeting to make representations and then leave the meeting prior to any considerations or determinations of the item). **None**

3. To receive written reports from the following:

- a. OCC Cllr G McLauchlan (GMcL)– Report circulated. Mobility Hub – the consultation closed in October 2025 and a road safety audit has been carried out. In the final stages of design and funding streams being looked at. Public consultation responses report to be issued soon. OCC are to run an £8m road surface treatment from April-June (preventative maintenance procedure).
Cllr McLauchlan reported on a meeting with Scouts and OCC regarding the possibility of OCC signing over the Salt Store to BPC for a peppercorn rent and in turn the Parish council renting it to the Scouts for use by them and the brownies/guides etc. **Action**-This is to be added to the next Finance/FC agenda to be discussed.
Cameras to monitor H&J lorries - still need to be set up.
Sewage problems on Littleworth Road are ongoing – this is a Cala/Thames Water issue, although GMcL has spoken to all parties involved.
Oakley Wood Recycling Centre have introduced a booking system to align with other centres. They are monitoring data to see if it is working or if it has led to an increase in fly tipping.
- b. SODC Cllrs S Cooper and A Powell – report circulated. Planning changes from government are already coming through. Making an allocation for a site in a NP is good



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protection against planning applications. Going forward refusals will automatically go the

Secretary of State. SODC role will be weakened which is why strong NP is essential.

The SODC Everyone Active grant opens next week.

4. Public session

No members of the public attended.

5. Minutes of the last meeting

It was **RESOLVED** to approve and sign the minutes of the Full Council meeting on the 26th February 2026 as a true record of the meeting.

6. Exclusion of the Public to discuss an item – no confidential items.

7. Updates on previous actions.

Events wash up – after the next community event

Transport Rep – Clerk to speak to a possible person.

Speedwatch signs – we have permission to put up

EV chargers – C/F

Acoustics in Committee Room – Halls to discuss

Awards nominations – circulated to Cllrs on Awards Committee

Cil WG meeting– C/F after pavilion

Consultation on Benson Lane speed limit – completed

Compost giveaway – publicised on Social media/website.

8. Benson Parish Council Committees.

a. Finance and Staffing Committee

i To receive a report from the Chair of the Finance and Staffing Committee.

The committee agreed an amendment to the Terms of Reference for Halls and R&L committees to allow a spend of up to £5000 on any budgeted item (or the budgeted amount whichever is lower) subject to all other rules relating to quote and procurement being followed. This is to speed up the approval process for relatively small items.

The solar panels project is moving along very slowly. We are currently assessing the buyback rates to see whether it is worth terminating our current supply contract and entering into a combined contract.

Otherwise we are rapidly approaching year end and our final internal audit so all focus is on collecting all the income we are due and settling all our invoices in good time as well as ensuring our policies and core documents are up to date.

ii It was **RESOLVED** to pay Cornerstone Barristers a further £2000 + VAT due to the recent Public Inquiry overrunning. This will be paid from the legal fees budget.

Full Council **NOTED** that a further £800+VAT has been paid (out of the agreed PI budget) to the Planning Consultant, for the same reason.

iii It was **RESOLVED** to adopt the updated Risk Register.

Iv It was **RESOLVED** to adopt the updated Asset Register.



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v Full Council **NOTED** that unpaid invoices by Posh Nosh (rented Bobs Corner for baked goods stall) are to be written off in the sum of £390. No further business will be undertaken with this company.

vi It was **RESOLVED** to adopt the amended Grants Policy.

Note this amendment is to require receipts for items over £2000.

vii Full Council **NOTED** that the PC should not use ChatGPT as an AI tool for ethical reasons and this will be written in to the IT policy. SLCC has also advised the same thing but for confidentiality reasons.

b Planning Committee

i To receive a report from the Chair of the Planning Committee.

The recent Public Inquiry for The Orchard site was dismissed Benson Parish Council thanked Cllr Murray for his extreme efforts on the Braze Lane/Orchard appeal.

FC to note that Elivia Homes are looking at a screening application on BEN5.

ii To note that Cllrs Murray and Skeels replied to the NPPF Consultation.

c. Halls Committee

i To receive a report from the Chair of the Halls Committee.

Members of the Committee did a walkaround of the council buildings. Agreed to buy additional PA equipment. A sound test had been carried out in the Committee room.

Look at sourcing acoustic panels and putting up ourselves. Generally, halls are experiencing a rise in regular hirers.

ii To review and agree the updated Terms of Reference. The change is regarding the new £5000 spend level on budgeted items. It was **AGREED** to adopt the amendment.

d. Recreation and Lands Committee.

i To receive a report from the Chair of the Recreation and Lands Committee.

Cuckoo Pen project moving forward – area cleared. Landy Girls returning w/c 13th April to remove the membrane by digger.

Cllr Castelow-Sturges raised the need to repaint lines at College Farm urgently as the no entry had disappeared and people were entering the area from the wrong direction.

ii To review and agree the updated Terms of Reference. Same change as at cii above. It was **AGREED** to adopt the amendment.

e. Awards Committee.

i To receive a report from the Chair - Have received the nominations and will set up a meeting.

9. Benson Parish Council Working Groups and Outside Bodies

a. Neighbourhood Plan Delivery Team

i. To receive a report from the Chair of the NPDT WG

Will be putting in place a marketing campaign to try and attract some new support and help for the NP. At the same time Cllr Murray will be exploring Community First Oxfordshire as a sub-contractor to work on it. Also, Cllr Skeels is looking into an AI tool



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to help. Cllr Mc Lauchlan suggested Notebook and Claude. Clerk suggested using Community event to try and attract volunteers.

b. Parish Events Working Group.

- i To receive a report from the Chair of the Parish Events WG – nothing to report.

c. Transport Representative

- i. To receive a report from the Transport Representative – no report

d. Communications and Engagement Working Group.

- i. To receive a report from the Chair of the Communications and Engagement WG.

Gained 100 more followers on Facebook this month - only 1,800 to go to catch up with the Community page! The more we can get to sign up to our own page helps overcome posts getting lost on the Community page. Main comms since the last meeting have been the launch of the community engagement related to the pavilion project with the youth hub survey – posters with QR code put up and out on Facebook and via a news bulletin on the website. We have had around 40 responses so far. The post on the reopening of the weir has had almost 35,000 views and a lot of positive engagement. Dismissal of the Braze Lane/Orchard appeal went out on Facebook and the website and was sent to Henley Standard and Wallingford Herald. Our reporter Izzy Thompson also came to the litter pick on Sunday so we might get some coverage for that.

Going forward – there will be comms for the APM which is being combined with a community “celebration” of everything that goes on in Benson. There is also more community engagement to do on the plans for the Cuckoo Pen and the Rivermead project. Cllr Baylis queried whether it was working- recruiting more followers from Benson organisations and businesses.

e. Public Art Fund Working group.

- i To receive a report and an update from the Chair of the Public Art Fund WG. The money has been received. Clerk setting up a meeting to discuss the inscriptions on the armillary sphere

f. CIL Working group.

- i To receive a report from the Chair of the CIL WG – meeting to be arranged in the future.

g. Road safety Working group.

- i To receive a report from the Chair of the Road Safety WG – no report.

h. Rivermead Working Group.

To receive a report from the Chair of the Rivermead WG – Project manager looking into landscaping options.



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10. Finance

- a. It was **RESOLVED** to approve and sign the reconciled bank statements for the current account as of 28th February 2026.
- b. It was **RESOLVED** to approve payments for March 2026.
- c. It was **CONFIRMED** that a Councillor had checked and signed the monthly invoices.

11. Correspondence

- a. To review correspondence received.
 - Scouts – Lease for the Salt Store came in after publication of the agenda. Will be forwarded to Finance for preliminary views.
 - Generator noise from Thames Water work on Sunnyside – Barhale have decided to send the generators back.
 - Damage to Preston Crowmarsh Road – Darren has taken photos and Clerk has forwarded to Paul Warrington for investigation.
 - Notification of Elivia Homes application.
- b. To review Parish Office Notes – no notes

12. To discuss Assertion 10 and adopt the following policies.

i IT Policy

ii Information and Data Protection Policy

iii Information Technology Usage and Security Policy for Councillors.

Full Council **AGREED** to adopt the policies as listed above at 12 i, ii and iii.

Clerk spoke a little about Assertion 10, summarising that it encompasses digital and data compliance, suchb as moving to a .gov email address (already secured), ensuring our website is fully compliant (nearly done) and training for staff and Cllrs on data protection etc. Emails from old emails will be forwarded on to the new one.

13. Questions to the Chair.

Questions should be provided to the Parish Clerk by Monday 12 noon prior to the meeting.

Cllr Baylis informed that she had found out that the fence and hedge along the small nature park at Cala will have to be moved because it is on OCC land. Cala landscapers also agreed to put a hoggin path through the gap. She also thanked Cllr Murray personally for his work on the inquiry.

14. Items for Councillors to note. None

15. The date of the next Full Council meeting. Thursday 23rd April 2026. 7.30pm.

Please note the change for the APM - we will have a presence at the Community Celebration Event on Saturday 16th May between 10 -14:00. More details to follow. It would be great if as many councillors as possible could support this event.



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16. Dates of next meetings

Planning Committee TBA

Finance Committee Tuesday 12th May. 6pm

Halls Committee -Tuesday 6th 5th May 7pm.

Recreation and Lands Committee - Thursday 21st May 10.30am.

Awards Committee TBA

1 April 2025 (2025-2026)

Benson Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/03/2026		
	Cash in Hand 01/04/2025		2,366,632.16
	ADD Receipts 01/04/2025 - 31/03/2026		698,490.95
	SUBTRACT Payments 01/04/2025 - 31/03/2026		3,065,123.11
			531,893.97
	Cash in Hand 31/03/2026 (per Cash Book)		2,533,429.14
B	Cash in hand per Bank Statements		
	6 Coop Current 61006959 31/03/2026	75,277.34	
	9 CCLA 31/03/2026	0.00	
	3 Unity Trust Bloomfield Account 31/03/2026	58,779.55	
	Stripe 28/02/2026	0.00	
	Cheques Awaiting Banking 28/02/2026	0.00	
	8 Natwest ex Bloomfield account - 28/02/2026	0.00	
	4 Coop 61006975 31/03/2026	126,707.56	
	5 Coop Public Sector Reserve 610 31/03/2026	12,637.26	
	7 Nationwide Business 90183594 - 28/02/2026	0.00	
	2 Unity Trust CIL Account 31/03/2026	1,589,282.75	
	1 Unity Trust Bank Current Account 31/03/2026	669,800.93	
			2,533,485.39
	Less unrepresented payments		
			2,533,485.39
	Plus unrepresented receipts		-56.25
	Adjusted Bank Balance		2,533,429.14
	A = B Checks out OK		



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OCC News March 2026

Cllr Gavin McLauchlan (Benson & Crowmarsh)

Email: gavin.mclauchlan@oxfordshire.gov.uk

Mob: +44 7710 255569



OCC issue formal legal notice to Raise the Colours to cease putting flags on council property.

OCC headlines:

Welcome to my March Newsletter.

At the Full Council meeting on the 24th March we (the Green Party) seconded a motion by the Labour Party on giving all Oxfordshire County Council workers the Oxford Living Wage (95% of London Living Wage) as a minimum. This was passed and Cabinet will now consider how this can be accommodated in the 2026/2027 budget.

Due to the circular nature of motions our motion was fourth and did not get discussed at the meeting. Our motion was based on the 2024 Oxfordshire Climate Risk and Vulnerability Assessment and how the impacts we are seeing now are acknowledged to be worse now than then – and looking to ringfence (increased) investment in ensuring our residents are safe from the ever-increasing risks of flooding and heat.

We are still trying to change the constitution to enable more motions to be heard in each Full Council along with an improved rotational approach. It would appear that there is an appetite for this.

The Dorchester Festival: I have been asked to abseil down the Abbey Tower to raise funds for the Abbey and Be Free Young Carers, which is something I'm looking forward to immensely! **Please do sponsor me [here](#).** This will stay as a constant reminder here until done!



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Road Resurfacing: If you missed this the details can be found [here](#) – including which sites are being managed. I know that this, and potholes, are very topical at the moment. OCC have more than doubled the number of defect crews from an original level of 7 to address the scourge of potholes. OCC announced in the latest week that **£8million** will be invested in surface treatment for the county's roads. This is a preventative measure, hopefully reducing the chance of having as many potholes next winter. The full report is [here](#).

Crime statistics: If you are interested in the crime statistics for our area please see this [URL](#).

Councillor Grants: The full £10k of my Councillor Priority Fund has now been allocated.

Flags: OCC has issued a formal legal [notice](#) to Raise the Colours to stop flagging street furniture.

My roles: No new roles to report.

NEWS IN BRIEF:

Oxfordshire Highways Annual Report: The annual report can be found [here](#).

Local Government reorganisation (LGR):

Work is happening in the background to be LGR ready, but full planning can only happen once we hear back from government. The public consultation is now closed.

Drain clearing: OCC has committed to cleaning every roadside gully, drain and manhole every year for the duration the current term. (more [here](#)). **I know some drains have been missed** – so please do report these directly to OCC via FixMyStreet.

LOCAL QUESTIONS TO FULL COUNCIL:

At the March Full Council, the following questions were asked of the Cabinet:

- 1) What are the overall plans for Benson Lane in Crowmarsh?
- 2) When is the Thame Road in Warborough going to be resurfaced?
- 3) When will the results be available for the Benson Mobility Hub?

Please contact me (details at top) if you wish me to raise any questions on your behalf in future Full Council meetings.

CURRENT CONSULTATIONS:

There are no current consultations (unusually!).

PARISH ROUND-UP

Please refer [here](#): for all Fix My Street queries in your area. There is a huge volume of these and cover the gamut of OCC responsibilities. Completed actions have been removed.

By Parish Council – in alphabetical order.

Benson:

Questions have been raised about:

- Drainage issues continue in Littleworth Road with three trucks removing sewage per day from Thames Water. Longer term TW and Cala need to come to an accord.
- Mobility Hub consultation now closed. Work on monitoring existing traffic flows completed. Should hear results of both (and funding available) soon.
- Speeding in Benson is still a considerable issue.
- Cameras to be set up to monitor lorry movements within Benson and Ewelme.
- Salt Store – OCC may be willing to rent this area out for a peppercorn rent to the Scouts / Guides etc.
- Benson is having a “Freshers Day” on May 16th. This will include most clubs and societies in the village.
- Have chased up on flag removal at the MacDonalds roundabout.

Crowmarsh:

- All plans for Benson Lane questioned at last Full Council. Andrew Gant will be visiting the area, which we hope will give some certainty over the full plans.
- Need for a 30mph sign on the Port Way (Newnham Manor development dependant). SID post requirement & replacement SID in North Stoke. Post being installed on April 8th with SIDs coming on the 20th (we hope).
- Reduction in speed request for B4009 (in planning for before Spring 2027 along with other speed restriction changes).
- Consultation on 30mph limit along Benson Lane now complete.

Dorchester:



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We are waiting on input on:

- Armco repair alongside the barrier (which was repaired) which is over the pedestrian underpass of the A4074 from Dorchester – assured would be done, hasn't been. PC chased OCC.
- Lighting on path to Reading direction bus stop on A4074. Have agreed £2k towards cost of doing this from Councillor Fund, although due to complexities may need reallocating to other projects.
- Gulley clearance incomplete as per pictures provided by David Ross. Chasing. This has been resolved, twice, but is still an issue.
- Continuation of path work to bus stop.
- Provision of flooding signs to be sent to Mike for Watling Lane.

Ewelme:

- Cat Lane pathway / road repair discussions on-going.
- Hazell & Jeffries operating hours versus that defined in the CLEUD.
- Hazell & Jeffries traffic volumes – will be measured soon using trail cams – both in Ewelme and in Benson.
- Will have a meeting in Ewelme re Quiet Lane status for Cat Lane.
- Bicycle parking stands to be placed at the common and the watercress beds.

Warborough / Shillingford:

- Bollards – now registered on FixMyStreet.
- Shillingford bridge railing repairs in progress – waiting on email response to request to meet at site.
- Drop curb agreed in village centre.
- Potholes have been chased up – question raised with Cabinet on when Thame Road will be resurfaced as in an awful state.
- Culvert on Warborough Road has now been put on FMS.
- Chased up on flag removal from the roundabout.

Days off in April:

I will be taking some days off over the Easter holidays.

Title	District Councillors' Report
Authors	Cllrs Andrea Powell & Sue Cooper
Parish	Benson Parish Council
Date	26 th March 2026

Council Budget 2026-27

Full Council on 12th Feb agreed a balanced budget for the 2026-27 year and a notional Medium Term Financial Plan taking SODC to the end of its existence. Some amendments from the Green Group were agreed, including additional funding to encourage nature-based flood-prevention solutions and a new grant scheme to cover start-up costs and legal fees for small-scale housing charities and CLTs, development of plans and capital bids– including to SODC's S106 affordable housing scheme - supporting the Housing Delivery Strategy and Action Plan. In



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summary, the following grant schemes and the provisional launch dates that were included in the approved budget are as follows:

- **Everyone Active Grant:** £50,000 launches 30 March – for projects that improve the health and wellbeing of residents
- **Capital Grant Scheme:** £320,000 launches 1 June – for projects such as play areas, community and sports facilities, and sustainability projects
- **Performing Arts Grant Scheme:** £60,000 launches 20 July - designed to enhance the cultural landscape and support local performing arts groups
- **Councillor Community Grant Scheme:** £270,000 (£7.5k each) launches 17 August – for projects and activities that offer community benefits including sports equipment, trees for community orchards, events for the elderly
- **Climate Action Fund:** £100,000 launches 28 September – aimed at projects that help to tackle climate change and nature recovery.
- **Community Infrastructure Levy Grant:** £750,000 launches 15 February 2027 – for organisations to deliver infrastructure for their community
- **New Community Housing scheme (see above)** – timescale yet to be determined.

There are a number of opportunities for organisations to find out more about the grants available and the criteria for applications, at events taking place across the district over the coming months. Grants officers from South Oxfordshire District Council will be on hand to answer questions and offer advice:

- **Partnership event with OCVA and Oxfordshire Community Foundation:**
15 April District Community Centre in Didcot 11am – 4pm and 6 May Holton Village Hall 12.15 until 6pm

Joint Local Plan

Following the procedural meeting with the examiners on 11th February, we still await a timetable for the resumption of the Local Plan examination.

On a related matter, South Oxfordshire and Vale of White Horse have joined a host of other local authorities, businesses and non-government organisations in signing an open letter from the Town and County Planning Association (TCPA). The letter has been sent to The Rt Hon Steve Reed MP Secretary of State for Housing, Communities and Local Government. Named signatories include Cabinet members, Cllr Anne-Marie Simpson and Cllr Andy Foulsham, both with portfolio responsibility for planning policy at the councils.

The letter supports the climate ambitions in the emerging Joint Local Plan, as well as the strategic priorities of both councils, as it urges government to reconsider proposed changes to the National Planning Policy Framework (NPPF) that would prevent local authorities from requiring higher energy efficiency standards for new buildings, as we have included within the emerging Joint Local Plan. The letter warns that by restricting local authorities in this way, the draft NPPF would halt progress on the delivery of net zero carbon buildings in England, and undermine the ability of councils, including South and Vale, to address climate change locally and meet their climate obligations.



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Proposed “Greater Oxford Development Corporation”

On 17th March all Oxfordshire Leaders received a letter from Housing Minister Matthew Pennycook signalling the Government’s intent to create a “centrally-driven Urban Development Corporation” for “Greater Oxford”. They will consult fully on this proposal later this year, with the key consultation questions being:

- The case for establishing a centrally-led Urban Development Corporation
- The proposed objectives and activities of the Development Corporation.
- The proposed geographical boundary in which the Development Corporation would operate.
- The proposed approach to powers that the Development Corporation would be granted.
- The proposed approach to governance of the Development Corporation, including the role of local democratic representation.

The letter takes pains to stress that this is entirely separate from the process of Local Government Reorganisation. Needless to say, we would be very concerned about the erosion of local decision-making when it comes to major planning and development, since any new “DevCo” would assume responsibility for such matters. It would not be led by democratically elected local politicians but by centrally appointed bureaucrats. A similar proposal has already been the subject of consultation in Cambridge (covering Cambridge City and South Cambs) and has been met with strong opposition from locally elected representatives. Watch this space....

20’s Plenty

And if you’d like more stickers to adorn your wheelie bins and you live in an area with a 20mph speed limit you can now have 20’s Plenty stickers to put on them. See

https://www.20splenty.org/oxon_wbs

Removal of Untaxed Vehicles

At its meeting on 5th March, Cabinet agreed to take on the devolved power from the DVLA to remove untaxed vehicles from the public highway. This follows a motion to Council in December 2025 requesting officers investigate the feasibility of doing this, given the significant public nuisance caused by untaxed vehicles, particularly in some specific locations in the district. There are many untaxed vehicles on the roads so we need more information on potential costs of doing this and we’d need to develop a policy on which vehicles should be targeted. Anyone can check on the DVLA website to find out if a particular registration is taxed or not.

Empty houses

National Empty Homes week was earlier this month. Between December and February, 163 empty properties across both districts were brought back into use, many with the involvement of the Empty Homes Officer. If you know of any empty properties in the district which could be brought into use as much needed housing please email EmptyHomes@SouthandVale.gov.uk

New Electric Waste Vehicles Purchased



Benson Parish Council

Benson Parish Hall, Sunnyside, Benson, Wallingford. OX10 6LZ

Tel: 01491 825038 e-mail: clerk@benssonpc.org.uk

Full Council

Membership:

Councillor William Pattison (Chair), Councillor Patricia Baylis (Vice Chair), Councillor Robert Castelow-Sturges, Councillor David Dawkins, Councillor Rob Jordan, Councillor Fiona Lovesey, Councillor Gavin McLauchlan, Councillor Roger Moore, Councillor Phillip Murray, Councillor Ian Skeels, Councillor Tom Stevenson, Councillor Michael Winton.

South Oxfordshire and Vale of White Horse district councils have taken delivery of their second electric waste collection and street cleansing vehicle – which produces 70 per cent fewer carbon emissions than its diesel predecessor – part of the councils' ambitions to reduce their carbon emissions and move towards net zero.

The new vehicle, an IVECO eDaily caged tipper, was delivered to the councils at the Culham depot of their waste contractor, Biffa, last month. It is being used throughout both districts by crews as part of their work on street cleansing, emptying litter bins, picking up waste collected on litter picks and clearing rubbish left as fly tips.

It replaces a diesel tipper truck which covered approximately 33,000 miles per year. By changing to an electric tipper waste vehicle, the councils expect to save more than 13 tonnes of carbon dioxide equivalent a year, with this one vehicle alone. This is a 70 per cent reduction on the previous diesel truck.

As well as having the tipper function the new vehicle has a tools compartment making it easier for crews to keep street cleansing gear easy to access and separate from the waste itself. The vehicle like most EVs, is also quieter than diesel and petrol vehicles.



Cllrs Cooper and Simpson with the new electric waste vehicle

New Planning System Update

We are preparing to move to a new Planning and Land Charges system as the current system is nearing the end of its support lifecycle, which means it will no longer receive essential updates. Once complete, there will be changes to the look and feel of the new site. Key dates are as follows:

- Planning system downtime: **9–23 April 2026**
- Land Charges system downtime: **9 – 30 April 2026**
- New planning system goes live: **23–24 April 2026**



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The team will be offering support and guidance, including a Town & Parish Council briefing event, throughout the transition to all those affected.

If you have any queries please refer in the first instance to our [South Oxfordshire](#) news page, which has more details including a timeline and the various services impacted.



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CARD						
20	20.04.2026	£19.00	£3.80	£22.80	Image copyright	Shutterstock
21	20.04.2026	£15.00	£3.00	£18.00	phones	Giff Gaff
22	20.04.2026	£22.95	£4.59	£27.54	e reception services	E-Receptionist
32	20.04.2026	£7.00	£0.00	£7.00	land registry search	LandRegistry
33	20.04.2026	£178.91	£35.79	£214.70	Amazon purchases - see invoices	Amazon
34	20.04.2026	£27.50	£5.50	£33.00	Legal docs	Law Depot
35	20.04.2026	£58.36	£11.67	£70.03	van fuel	BP
36	20.04.2026	£823.50	£164.70	£988.20	picnic table for Sunnyside play area	NBB Recycled Furniture
37	20.04.2026	£23.32	£4.66	£27.98	saw blade	Screwfix
DIRECT DEBITS FOR ANNUAL APPROVAL						
6	20.04.2026	£139.00	£0.00	£139.00	Business Rates	South Oxfordshire District Council
7	20.04.2026	£75.00	£15.00	£90.00	Scribe	Scribe - Starboard Systems
24	20.04.2026	£177.11	£8.86	£185.97	Elec ch	EDF
26	20.04.2026	£48.00	£9.60	£57.60	Scribe bookings	Scribe - Starboard Systems
30	20.04.2026	£253.97	£50.80	£304.77	IT Support	Oxford IT Solutions
31	20.04.2026	£666.00	£0.00	£666.00	CH Business Rates	South Oxfordshire District Council
39	20.04.2026	£78.00	£15.60	£93.60	hr & payroll	Iris
40	20.04.2026	£1,499.66	£255.41	£1,755.07	Gas all properties	Southern Electric Power Distribution plc
41	20.04.2026	£330.57	£0.00	£330.57	Water PH Allot Rmead YH	Everflow Water
25	20.04.2026	£60.00	£12.00	£72.00	ph broadband	Virgin Media
45	21.04.2026	£72.80	£14.56	£87.36	personal alarms	Vatix
ONLINE						
8	20.04.2026	£10,903.64	£0.00	£10,903.64	salaries	staff
15	20.04.2026	£2,867.52	£0.00	£2,867.52	Pension	OCC Pension Fund
16	20.04.2026	£4,024.41	£0.00	£4,024.41	PAYE Etc	HMRC Cumbernauld



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17	20.04.2026	£600.00	£0.00	£600.00	cleaning	Clear View Window cleaning
18	20.04.2026	£276.91	£54.34	£331.25	HR	Peninsula
19	20.04.2026	£29.28	£5.86	£35.14	photocopier	Clarity Copiers Ltd
23	20.04.2026	£49.37	£9.87	£59.24	wifi ch	British Telecommunications plc
28	20.04.2026	£454.97	£91.01	£545.98	Hygiene services	Cathedral Leasing Limited
29	20.04.2026	£155.65	£31.13	£186.78	waste removal	Grundon Waste Management Limited
38	20.04.2026	£166.84	£33.37	£200.21	Dog Waste collection	Shield Maintenance
42	21.04.2026	£125.93	£0.00	£125.93	refuse collection	South Oxfordshire District Council
43	21.04.2026	£41.99	£8.40	£50.39	hi viz and boots	Arco
44	21.04.2026	£599	£119.80	£718.80	website audit	Aqueous UK Ltd
46	21.04.2026	£1,300.84	£260.17	£1,561.01	boiler service	Lowe & Oliver
47	21.04.2026	£675.00	£135.00	£810.00	Braze Lane topo survey	Oxford Geospatial
48	21.04.2026	£120.00	£0.00	£120.00	advert for community event	Benson Bulletin
49	21.04.2026	£5.62	£1.13	£6.75	Expenses mileage	Tanya Ellis
50	21.04.2026	£114.67	£22.94	£137.61	Banners for APM	Printed Today