



**MINUTES**  
**Meeting of Tysoe Parish Council**  
**Monday 12<sup>th</sup> January 2026**

<b>Meeting Type</b>	Ordinary
<b>Date</b>	January 12 <sup>th</sup> 2026
<b>Time</b>	19.00
<b>Venue</b>	Tysoe Village Hall, Main Street, Tysoe
<b>Councillors Present</b>	David Roache (Chair), Amanda Venables (Vice Chair), Malcolm Littlewood, John Tongue, Rebecca Billing, Chris Bell, Helen Sayers, Adam Wyatt
<b>Apologies</b>	
<b>In Attendance</b>	Cllr Chris Mills, Cllr Malcolm Littlewood, Charmaine Swift (Parish Clerk & RFO)
<b>Members of the Public</b>	0

**118. WELCOME and APOLOGIES**

Cllr Roache introduced the meeting and welcomed everyone present.

No apologies received

**119. DECLARATION OF INTERESTS**

**Cllr Venables wished it noted that as a member of the Village Hall Committee she would recuse herself from any discussions and votes involving the Village Hall.**

**120. CONFIRMATION OF MINUTES**

a) The Council confirmed the minutes of the Ordinary Meeting of December 8<sup>th</sup> 2025, the minutes were proposed as a true and accurate record of the meeting. Cllr Roache signed the minutes.  
Proposed: Cllr Billing      Seconded: Cllr Littlewood      All in Favour

**121. PUBLIC FORUM – 15 MINS ONLY**

No members of the public present

**122. WARD MEMBERS UPDATE**

a) CC Chris Mills. Cllrs acknowledged receipt of a report from Cllr Mills **Ref: Doc 122a**  
Please see Cllr Mills full report on the Parish Website where links to the support can be found, on [www.tysoe.org.uk](http://www.tysoe.org.uk)  
Cllr Mills noted that his report was relatively short as not a lot had happened over the festive season. He pointed out that his report gave information of the celebration of a hero in the Warwickshire Fire Service, some complaints about gritting, information regarding the chicken pox vaccination and also the outbreak of Avian Flu in Stratford upon Avon.

Cllr Roache thanked Cllr Mills for his report. When asked if Councillors had any questions, Cllr Venables pointed out that she felt she had received a hopeful reply to her email regarding residents from across the Oxfordshire/Warwickshire border in Tysoe and other local villages not being able to make use of the Alkerton waste disposal site after January 14<sup>th</sup> 2026.

b) DC Malcolm Littlewood gave a short precis of his report again noting that things had been relatively quiet over the festive season. He too noted the Avian Flu outbreak and then requested that residents tried to look out for those vulnerable neighbours amongst us.

**123. CORRESPONDENCE**

a) Village Hall Flagpole request.

The Clerk had received a request from the Village Hall Committee that they consider their request to erect a flagpole outside and to the front of the Village Hall.

Cllr Littlewood said that that Planning Permission would need to be sought to do this. After some discussion, the proposal was made that Councillors had no objection to this request, and to advise that planning permission be sought.

Proposed: Cllr Roache

Seconded: Cllr Billing **7 votes in Favour 1 abstention**

b) Email from Sport England

The email said that there was a consultation going ahead as the Government were proposing to remove Sport England and others from the list of those consulted during planning applications.

After discussion, the proposal was for Cllr Venables to complete the questionnaire online, and also the petition on behalf of the Parish Council - which others could sign as well and also copy her response to Tysoe's local MP.

Proposed: Cllr Bell

Seconded: Cllr Billing

**All in favour**

**124. FINANCIAL REPORT- Parish Clerk**

a) The Council received and approved the Finance Report for November **2025**

Proposed: Cllr Bell      Seconded: Cllr Venables      **All in favour**

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

Voucher No	Item	Payable to	Amount £
	Salary	Clerk	608.60
	WFH Allowance	Clerk	26.00
	Income Tax	HMRC	152.00
	Employers NI	HMRC	51.54
	Electricity	Valda Energy	855.53
	Electricity	Valda Energy	309.33
	Domain Name purchase	Clerk	£12.00
	Village mowing	Thomas Fox Inv 45383	321.60
	Bank charges	Unity Trust Bank	6.00
On hold	Legal assistance	Wilkes	

Proposed: Cllr Bell

Seconded: Cllr Venables

**All in Favour**

c) The Council received and approved the bank statements and bank reconciliation for the period. Cllr Roache checked and signed the bank statements and the bank reconciliation.

Proposed: Cllr Bell      Seconded: Cllr Venables      **All in Favour**

d) **Bank changes**

The Clerk reported that the FSA have now upped the amount held in one bank covered by their insurance to £120,000. Therefore, it was not necessary to run 3 bank accounts. Two would suffice, one to hold funds and gain monthly interest, the second to make month payments from.

Councillors all agreed that as HSBC has two accounts, and the current account does not pay any charges, it would be beneficial and easier to close the Unity Trust Account, working with both account in HSBC.

The proposal was received to close down Unity Trust Bank account and transfer all funds to HSBC. Putting the bulk of monies into the Savings account where it would receive monthly interest, and the Charitable Account to be used for all payments.

Action: Clerk to facilitate the moves and closing of UT Account.

Proposed: Cllr Wyatt

Seconded: Cllr Bell

**All in favour**

**e) BUDGET – Cllr Roache – Document 124e**

Cllr Roache spoke to the previously circulated budget paper and said that it was likely that any changes when revising the NDP would be paid for by SDC, which would be around £3,000.

The Precept request was £46,476 which was a 21% increase on last year. But over the past 4 years the annual increases had been relatively small. As it stands now, all of our reserves for streetlighting replacements and maintenance are depleted, and the annual cost of maintenance on the Children's Playground is costly and will come out of the general reserve.

This increase would mean an extra £17 per year for a Band D household in Tysoe.

Cllr Roache said that he would write to residents in the next Tysoe Record to explain the budget and rise in the Precept. The proposal was received to accept the Budget and Precept request for 2026/27.

Proposed: Cllr Roache      Seconded: Cllr Tongue All in favour

**Action: Clerk to complete and send in Precept request form before January 23<sup>rd</sup>.**

**125. AREAS OF RESPONSIBILITY**

**i. Employment/HR – Cllr Roache**

Cllr Roache reported that the Clerk's Vacancy had been advertised again on the WALC website, and also on the Village Website and Facebook page. He also requested that the Clerk put a small advert into her report for The Record.

**Action: Clerk to place a small, boxed advert for the Clerk's vacancy in the Clerk's Report for the record**

The closing date was February 14<sup>th</sup> at 8.00pm and Cllrs Billing, Venables and Roache would carry out short listing and interviews.

**ii. Infrastructure & Environment**

**a) Streetlighting – Cllr Venables**

Another replacement light is required for Middleton Close, leaving 4 outstanding replacements to complete the project. The cost of this replacement will be the same as the last, and once completed, any lights that fail should only require replacement bulbs – which will be cheaper.

**b) VALDA Energy Account**

The Clerk reported that the transfer from Tomato Energy to Valda Energy had not gone well as Tomato Energy had not given any readings or information across when they went into liquidation. Hence VALDA Energy were basing their estimates on much higher averages than they should. Having now spoken with the company that recommended VALDA, Utility Solutions. They are working with VALDA to sort out things, and stop up front payments. This should all be done relatively quickly, and I am told that our account will reflect the right charges soon, with any over Payments deducted from the charges being made.

**iii. Planning – Cllrs Tongue, Venables & Wyatt    Ref: Doc 125iii**

**DC Littlewood recused himself from these discussions and left the Council table.**

a) 25/02979/LBC Thatched Cottage, Main St, Upper Tysoe CV35 0TJ

Proposed replacement of five wooden windows.

Recommendation; No objection

Proposed: Cllr Venables

Seconded: Cllr Tongue 7 in Favour 1 Abstention

b) **25/02909/AGNOT** Lower Westcote Farm, Tysoe Rd, Radway, CV35 0SE  
 General purpose agricultural building with associated hardstanding and access.  
 Decision: Prior approval is required (to evaluate impact on Registered Battlefield.)

c) Cllr Venables noted that she had responded to the Mast Application on behalf of the Parish Council.

d) Badgers Lane – design advice  
 Cllr Tongue said that he had spoken with the owners on 2 occasions when he paid a site visit and made suggestions and gave his advice. He also said that the owners had agreed to his suggestions and had followed the Parish Council's design brief.  
 After some questions and discussion, the proposal was received to go back to the owners and advise that they should get plans drawn up and submit a planning application.

Proposed: Cllr Tongue      Seconded: Cllr Venables      7 in favour 1 abstention

All Councillors wished to thank Cllr Tongue for his assistance, advice and time spent in helping the residents.

Cllr Littlewood returned to the Parish Councillors' Table.

**iv) Winchcombe Farm – Judicial Review – Cllr Roache**

Cllr Roache reported that he had received an official response from SDC regarding the appeal for this application, stating that SDC conceded ground three but not point 1 or 2. The issue is that SDC are stating there is no difference between a conversion of building or a change of use. Tysoe Parish Council's view is there is a difference.

The legal argument is that Tysoe's NDP is "silent" on change of use and therefore anyone with a rural building can get permission to change/convert it to a dwelling.

AS SDC have conceded on this point TPC can claim all their legal costs back. The issue we now face is that the applicant can now resubmit his application with correct name details and will get planning permission, as at the moment AS10 in the NDPF covers change of use as well as conversion.

Councillors now have two options:

1. Do we draft a consent and the decision is quashed?
2. Do we respond and continue the argument – which puts us at greater risk of the legal costs being ours?

Cllr Roache recommended that our solicitors be advised to draft a consent but also state that we do not agree to the Planning Officer's response.

After some discussion, Councillors all agreed that Tysoe's NDP needs to be amended. The proposal was received to stop any further legal action and to ask our solicitor to draft a consent, saying that we do not agree with the decision and pointing out what SDC's comment and decision means.

Proposed: Cllr Roache      Seconded: Cllr Tongue      7 in favour 1 Abstention

Cllr Roache then proposed that District Councillor Littlewood write to Mr Jeffries, John Carford and relevant persons:

- i) Addressing the planning officer's comments
- ii) Arguing the case for Tysoe to make amendments to our NDP urgently
- iii) Pointing out that a lot of time has been spent on this, and knowing that there is a housing shortage we are still awaiting approval of an application for Sandpits Rd.

Proposed: Cllr Roache      Seconded: Cllr Tongue      All in favour

v. **Road Safety – Cllr Bell**

Cllr Bell reported that he had not received any further news regarding funding, but had previously circulated the Speedwatch Team's Report, which shows evidence in support of TPC's requested actions.

vi. **Trees & Green Spaces**

a) **Children's Playground – Cllr Venables**

Further to the regular playground checks, Cllr Venables reported that the signs requested by Councillors had been purchased along with another fingerguard being fitted. Cllr Roache has tried to contact Gareth Atwell without success but will pay him a visit.

b) **Tree Audit – Cllr Billing**

Still awaiting – Cllr Billing to contact supplier again.

c) **Tree on the green.**

Cllr Billing reported that the recently planted tree needs replacing. Councillors requested that she speak with Red Horse and get advice and costs for a replacement and which also has watering tubes and taking the old tree away.

**126. Big Tysoe Wildlife Gathering**

This takes place in the Church on January 14<sup>th</sup> at 7.00pm.

Cllr Venables will be speaking on behalf of the Parish Council along with Rosemary Collier, about Tysoe's work. She is also working on an interactive Parish Map which she will share with the attendees.

**127. Policy Review**

a) Freedom of Information Policy

A proposal was received to accept the reviewed policy.

Proposed: Cllr Billing      Seconded: Cllr Bell      All in favour

**128. Website/emails update – Cllr Roache**

Cllr Roache reported that the Parish Council had now purchased the required domain name, and that Both Ben and Carol would run a support session to help any Councillors who needed assistance with the change over of emails. Preparations were moving forward for the new website and all was going well.

**129. DATE OF NEXT MEETINGS**

a) January 12<sup>th</sup> 2026 Ordinary Meeting

b) February 9<sup>th</sup> 2026 Ordinary Meeting

c) March 9<sup>th</sup> 2026 Ordinary Meeting

d) April 13<sup>th</sup> Ordinary Meeting

e) May 11<sup>th</sup> AGM Followed by Ordinary Meeting

All meetings begin at 7.00pm and are held in the McNulty Room in the Village Hall unless otherwise stated.

**130. FUTURE AGENDA ITEMS & MATTERS ARISING**

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**131. CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS**

Cllr Roache closed the meeting at 8.40pm

**132. PRIVATE AND CONFIDENTIAL**

**\*\*\*MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND\*\*\***

Prior to attending the meeting, please take a moment to read our meeting [Welcome Notice](#). Questions are welcomed up to 24 hours in advance of the meeting. Email: [parish.clerk@tysoe.org.uk](mailto:parish.clerk@tysoe.org.uk)