

DRAFT Rotherfield Greys – Parish Council Meeting Minutes

7.30pm, Monday 11th May 2026

PRESENT:

Cllr Nick Digby (Chair, ND), Cllr Nicola Whittle (NW), Cllr Richard Ovey (RO), Cllr John Hill (JO), Annette Young (Clerk, AY), OCC Cllr Stefan Gawrysiak (SG), SODC Cllr Jo Robb (JR), Members of the public x 6

2026/05/01. APOLOGIES FOR ABSENCE: Cllr Susan Hems (Vice Chair, SH)

All Councillors were re-elected to office. Proposed by Charlotte Bailey, Seconded by Rae Ward.

Cllr Nick Digby (Chair)

Cllr Susan Hems (Vice Chair)

Cllr Richard Ovey

Cllr John Hill

Cllr Nicola Whittle

2026/05/02. MEMBERS DECLARATIONS OF PERSONAL & PREJUDICIAL INTERESTS: None.

2026/05/03. CONFIRMATION OF THE MINUTES FROM 9th March 2026.

The minutes were agreed as accurate and signed by the Chair.

2026/05/04. MATTERS ARISING FROM PREVIOUS MINUTES:

a) Phone boxes. Shepherds Green door to be painted NW has paint and will liaise with Alex.

b) War Memorial.

i) **Replacement posts.** The options are to purchase 2 posts (Bath stone is recommended as the closest to a local quarry stone). If more are purchased and kept in storage for later use, the cost per stone would be significantly less. Details sent to councillors - for discussion outside the meeting.

ii) **Silhouettes.** Two have arrived and will be stored at the village hall until needed.

iii) **Planting** around the site. New planting agreed and ordered.

iv) **Safety clothes/signs** AA has equipment and works safely.

c) Roads. A meeting was held on Friday 13th March and a traffic survey has already happened. Update in SG's OCC report [here](#).

d) St Nicholas Church Tower repairs. Awaiting appointment of builder.

e) Greys Green signs. JR to chase.

2026/05/05. OXFORDSHIRE COUNTY COUNCIL REPORT. SG confirmed the Highways Meeting on 13th March and work is being costed for the areas of road flooding already identified. He also noted two more areas of concern (Dog Lane/Greys Road junction and Broadplatt Lane junction with road to Henley). A report of the Fire Station Review is due shortly. The final decision of the local government reorganisation will be submitted in December. Full details [here](#).

2026/05/06. SOUTH OXFORDSHIRE DISTRICT COUNCIL REPORT.

JR emphasized the importance of Neighbourhood Plans and encouraged the Parish Council to take advantage of the assistance being offered by SODC. ND proposed and NW seconded that the Parish Council should adopt a NHP. Full SODC report [here](#):

2026/05/07. CHAIRS REPORT. Full annual report [here](#).

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2026/05/08. ROADS. Covered in OCC report.

2026/05/09. CORRESPONDENCE.

Original Minutes from the first Parish Council Meeting in 1894 have been found at Greys Court. They are currently with ND and if anyone would like to view them, please contact him direct or via clerk@rotherfieldgreysparishcouncil.gov.uk. Gill Ovey offered to have them copied and keep in the village. The original book will be sent to Oxfordshire Archives for depositing with other Parish records.

2026/05/10. FOOTPATHS: Annual report [here](#).

2026/05/11. PUBLIC PARTICIPATION: Covered in Annual Parish Meeting.

2026/05/12. PLANNING/ENFORCEMENT. SODC have launched a new Planning Website. Link here: <https://www.southoxon.gov.uk/south-oxfordshire-district-council/planning-and-development/comment-on-planning-applications/find-and-comment-on-a-planning-application/>

a) New applications

[P26/S0969/FUL](#) Greys Meadow Studio, near Greys Green, RG9 4QJ

Track & turning area.

Application Received Date 30 March 2026

Extension Date

Expiry Date 25 May 2026.

Presentation from Suzanne Scott (SS), Agent for applicant, who explained the need for the track and turning area to remove the existing structure as required by SODC. SS explained that no response had been received from SODC regarding the bat review. JR to follow up for results. **No PC objection as long as proposal is followed.**

[P26/S0897/HH](#) Springfield House, Shepherds Green, Rotherfield Greys, Henley-on-Thames, RG9 4QR

Proposed garage conversion to office, gym and shower room.

Received Date 23 March 2026, Application Received Date 23 March 2026

Consult Letter Date 02 April 2026

Consult Expiry Date 09 May 2026

Extension Date, Expiry Date 18 May 2026. **No PC objection**

[P26/S0367/FUL](#) The Barn, Greys Green, RG9 4QH

Demolition of remnants of existing barn and reconstruction to create a four bedroom dwelling and erection of a car port.

Received Date 09 February 2026, Application Received Date 11 March 2026

Consult Letter Date 18 March 2026

Consult Expiry Date 19 April 2026

Site Notice Display Date N/A, Advert Expiry Not applicable for this application

Extension Date, Expiry Date 06 May 2026. **No PC objection.**

b) Applications awaiting decisions

[P25/S3988/RM](#) The Lamb Satwell RG9 4QZ

Reserved matters application for appearance, layout, scale, landscaping and details of SAP and external lighting following outline planning permission P24/S1450/O (Outline application for demolition of part of former pub and erection of a new dwelling and garage with all matters reserved except for access). End Consultation Period 30th January 2026. **JR will talk to Highmoor Parish Council. No decision issued.**

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[P25/S3662/FUL](#) Greys Green Farm Greys Green RG9 4QG

Replacement of existing roof tiles. **No decision Issued**

[P24/S3952/FUL](#) Highlands Park Highlands Lane Henley-on-Thames

Full planning application for a LEAP (Local Equipped Area of Play), car parking provision and toilets/storage building associated with use of the sports pitches, landscaping and associated infrastructure/engineering works. End Consultation Period 28th April 2025. No PC objections. **No decision Issued**

[P25/S0209/FUL](#) Highlands Park Highlands Lane Henley-on-Thames

Hybrid planning application consisting of: 1) A full planning application for residential and mixed use development comprising of 131 residential units(use class C3), community centre(use class F2) and flexible employment uses, landscaping, public open space, car parking, site access via Greys Road and Highlands Lane and all associated infrastructure/engineering works; and 2) Outline planning application (with all matters reserved) comprising land for a parks depot(use class sui generis), the relocation of the Chiltern Centre(use class C2), and land for up to 20 community land trust residential units. Target Decision 25th April 2025. **No decision Issued. Amended plans 4 June** – PC commented re increase of traffic through village. Section 106 Agreement requested. This request has been refused.

c) Decisions Made

[B26.0402/S](#) [CBC/2026/10095](#) Astbury Satwell Close Rotherfield Greys HENLEY-ON-THAMES RG9 4QT

Single storey extensions and alterations to bungalow, reroofing with slates, and all associated works

Plans Received Date 02/03/2026

Validated Date 02/03/2026

Decision Accepted

Decision Date 02/03/2026

2026/05/13. FINANCE

a) Income, Payments and Balances – signed as a true record by Chair, outstanding payments authorised.

b) Insurance. Quotes have been requested for comparison. Clerk suggested moving to an off-the-shelf product, which was agreed provided the cover was sufficient. This will be shared and agreed between Parish Councillors prior to next meeting and renewal on 1st June.

c) Year end Accounts reviewed and agreed. RO proposed and NW seconded.

Balance at year end Community A/C £1270.46 Business Premium A/C £29406.67. Chair signed.

d) AGAR Forms. reviewed and agreed Section 1. RO proposed and NW seconded. Chair signed.

e) AGAR Forms. reviewed and agreed Section 2. NW proposed and RO seconded. Chair signed.

f) Exercise of Public Rights Notice will be 3rd June to 14th July 2026.

g) Standing Orders. Updates reviewed and approved.

h) Code of Conduct reviewed and approved.

i) Review Financial Regulations reviewed and approved.

j) Review Assets Risk Assessment reviewed and approved.

k) Payments agreed

2026/05/14. ANY OTHER BUSINESS. ND reported that he has now had a request from National Trust Archaeologist Adrian Cox for help with storing excavation finds. It was agreed to make a request under the next round of District Councillor Grant Scheme. AY to apply when applications open in August.

THE MEETING CLOSED AT 9.20pm

Next Meeting 13th July