

ONEHOUSE PARISH COUNCIL

e-mail: clerk@onehouseparishcouncil.gov.uk
website: <https://onehouseparishcouncil.gov.uk>
tel: 07462 056833



You are hereby summoned to attend a meeting of Onehouse Parish Council convened by the Chair and to be held in Trinity Hall, Onehouse on Monday 12th October 2026 at 7.30 p.m.

The agenda is:-

1. Apologies for absence.

2. To confirm and approve the minutes of the meeting on 14th September 2026.

3. To receive members Declarations of Interest on agenda items and to consider any dispensation requests from councillors.

4. Public comment.

5. Report from County Cllr Bentley.

6. Report from District Cllr Matthissen.

7. Planning Matters

a) To discuss and make recommendation to MSDC on any applications received prior to this meeting:

DC/26/03708 – Full planning application for erection of 1 detached dwelling including amendments to access & parking at 2 Star House Cottage, Union Road, Onehouse IP14 3EJ.

b) To receive MSDC decisions on previously considered applications:

DC/25/04044 – Outline planning permission for erection of 1 detached dwelling & garage at 2 Star House Cottages, Union Road, Onehouse, IP14 3EJ.

8. Finances

To ratify the following payments

- a) £687.79 – Mrs V Swansborough, August 26 salary
- b) £9.62 - NEST, Clerks Pension Direct debit
- c) £3.00 – Lloyds Bank Purchasing Card, direct debit (fee)
- d) £750.00 – Stephen Barker Garden Machinery Ltd, Mower & battery
- e) £518.78 – Zurich Insurance, annual renewal premium

To approve payment of the following invoices.

- f) £23.76 – HMRC PAYE
- g) £49.76 – Viking Office, Printer paper
- h) £129.60 – SALC, Payroll provision 1/4/26-31/3/27
- i) £18.70 – Mrs V Swansborough, Travel expenses July 26-Sept 26
- j) £58.97 – NJ Servicing, Paupers mower repair
- k) £64.77 – Ray Taylor, reimbursement of Paupers cement, fixings & padlocks
- l) Any additional invoices received since agenda produced.

To receive monthly financial report from the Clerk.

9. To receive the External Audit Report and take any necessary action.

10. To consider amounts and recipients of any donations under s137, and take any necessary action.

11. To discuss potential upcoming projects and purchases to be considered during budget and precept setting.

12. To receive an update on potential site for additional dog waste bin near to the golf club on Lower Road, and take any necessary action.

13. To receive an update on the damaged dog waste bin on Forest Road and consider repairs or purchase of a replacement bin, and take any necessary action.

14. To further discuss a Community Emergency Plan, including appointment to any working group agreed, and take any necessary action.

15. To discuss reported difficulties of access for emergency services to Northfield Woods and take any necessary action.

16. To receive an update on the Neighbourhood Plan, including further consideration of site allocation, and take any necessary action.

17. To receive any update on purchase of weights for the gazebos and take any necessary action.

18. To receive an update on OHSMag and consider the need to purchase domain names.

19. To review and adopt the following policies: Code of Conduct, Data Protection Policy and IT & Email Policy.

20. To receive an update on a meeting with the Paupers Graves volunteers regarding governance and future working arrangements, consider signage and timber costs to construct composting areas, and take any necessary action.

21. To receive an update on the provision of storage facilities at Paupers Grave and take any necessary action.

22. To receive an update on the Paupers Graves and take any necessary action.

23. To receive an update on the potential donated projector for use at Council meetings and take any necessary action.

24. To receive an update on Onehouse Meadow, and take any necessary action.

25. To consider a request for a telephone box style community book library, and funding towards, and take any necessary action.

26. To discuss ongoing concerns regarding water leaks on Forest Road, and take any necessary action.
27. To discuss any action necessary regarding the Forest Road to Chilton Leys Footpath.
28. To receive an update on the Rural Caravan and take any necessary action.
29. To receive an update on any events and take any necessary action.
30. To discuss Onehouse website and Facebook page and take any necessary action.
31. To receive an update on a Onehouse Instagram account and take any necessary action.
32. To receive correspondence/communications and to deal with any matters.
33. To receive reports:
 - a) Report from the Clerk
34. Questions to the Chair.
35. Items for next agenda.
36. To confirm date and time of the next Parish Council Meeting as Monday 23rd November 2026 at 7.30pm.

5th October 2026

Mrs V J Swansborough
Clerk to Onehouse Parish Council
Tel: 07462 056833
clerk@onehouseparishcouncil.gov.uk