

**Members of Appleton with Eaton Parish Council
are summoned to the
Parish Council Meeting
Monday 10th November 2025
at 7:15pm Village Hall**

Members of the Public: Members of the public are welcome to attend and may address the Council during the formal meeting under Public Participation and are welcome to attend/observe the remainder of the meeting. Under the Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Allison Leigh – Parish Clerk
5th November 2025

AGENDA

25/143: Apologies for Absence

25/144: Declarations of interest/Dispensations: To receive any requests for Dispensations or Declarations of Interest from Councillors relating to items on the agenda, in accordance with the Council's Code of Conduct and to note any gifts and hospitality

25/145: Public questions and statements: Time is available for the public to express a view or ask a question on relevant matters on the following agenda. The public are welcome to stay and observe the rest of the meeting. Time given in total is 10 minutes.

25/146: Reports from District and County Councillors

25/147: Minutes of the last meeting: To approve and sign the [minutes of the Parish Council Meeting of 6th October 2025](#) as a true record

25/148: Clerk's report: To consider the Clerk's Report

25/149: Consultation on the possible merger between Appleton with Eaton Parish Council and Besselsleigh Parish Meeting: To consider the results and whether to put this forward to Vale of White Horse District Council. [Current boundary map of Besselsleigh Parish](#). See Attachment 1.

25/150: Finance:

- a. **Finance Report:** To consider the payments, receipts and bank reconciliation from 31/10/25. See Attachment 2.
- b. **Training Courses:** To consider any training courses

- c. **Budget 2026 2027:** To review the draft budget
- d. **Donation requests:**
 - a. Church: Request for footpath maintenance at a cost of £850
 - b. The Abingdon Bridge: Request for a donation of £ 800

25/151: Planning:

- a. **Applications:** To consider the following planning application:

[P25/V2208/HH](#)

110 Homeleigh Netheron Road Appleton OX13 5LA

Conversion of existing detached garage to form a private home gym

[P25/V2181/HH](#)

104 Eaton Road Appleton OX13 5JJ

Loft conversion including hip to gable conversion with two dormer extensions on the sides

- b. **Comments made:** To note the final comments made on the following planning application:

[P25/V1729/FUL](#)

137 Netherton Road Appleton OX13 5QW

Change of use of land from agricultural to residential including provision of gravel driveway and fencing (part retrospective). See Attachment 3.

- c. **Decisions:** To note the following:

[P25/V1729/FUL](#)

137 Netherton Road Appleton OX13 5QW

Change of use of land from agricultural to residential including provision of gravel driveway and fencing (part retrospective).

Permission granted.

25/152: Working Groups: To have a report from the following:

a. Friends of Jubilee Park:

- i. **Minutes from the meeting of the meeting on the 8th October:** To receive the minutes
See Attachment 4.
- ii. **Flower bed:** To consider removing the first and third flower beds
- iii. **Sleepers:** To consider not replacing the sleepers on the mounds
- iv. **Bin:** To consider the cost of a bin and installation

b. Pavilion Working Group: No update.

c. Leisure and Recreation (L&R) Working Group: No update.

25/153: Thames Water consultation: To consider a response

25/154: Deep Cleanse: To consider any areas for a deep cleanse of the village

25/155: Correspondence: To consider any publications and correspondence received

NB: If you wish to have your correspondence considered at the meeting, please send it to the Clerk by 5pm on Thursday, the 6th November.

25/156: Advertiser: To consider any items to be put in the Advertiser

25/157: Matters for report: To raise matters for discussion without decision or items for the next meeting

25/158: Date of the next meeting: To confirm the date of the 8th December 2025 at 7:15pm in the Village Hall.

25/159: Confidential items: To exclude members of the public from the following agenda items due to their confidential nature

25/160: Legal advice: To consider recent legal advice for the Pavilion/Sportsfield bookings and potential projects

Attachment 1

Appleton with Eaton/Besselsleigh Parish Meeting - Consultation Data

Paper

Yes

	<u>No</u>	<u>Indifferent</u>
35	6	0

Electronic

Yes

	<u>No</u>	<u>Indifferent</u>
15	1	1

Total

50	7	1
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Comments

Yes

Seems common-sensible!

Not really aware of the full implications but if both AWEPC and BPM believe that the merger will be beneficial then we are happy to agree.

Sounds positive to us

Excellent idea. It would be a sensible use of time and resources.

I think this would benefit Appleton and Besselsleigh as we are closely linked already.

No problem with this...a larger voice!

We feel that a merging would be of great benefit.

The larger the sample size, the more meaningful the responses.

We think it would be a good idea to cut costs and feel part of a bigger community.

Seems sensible to us.

No

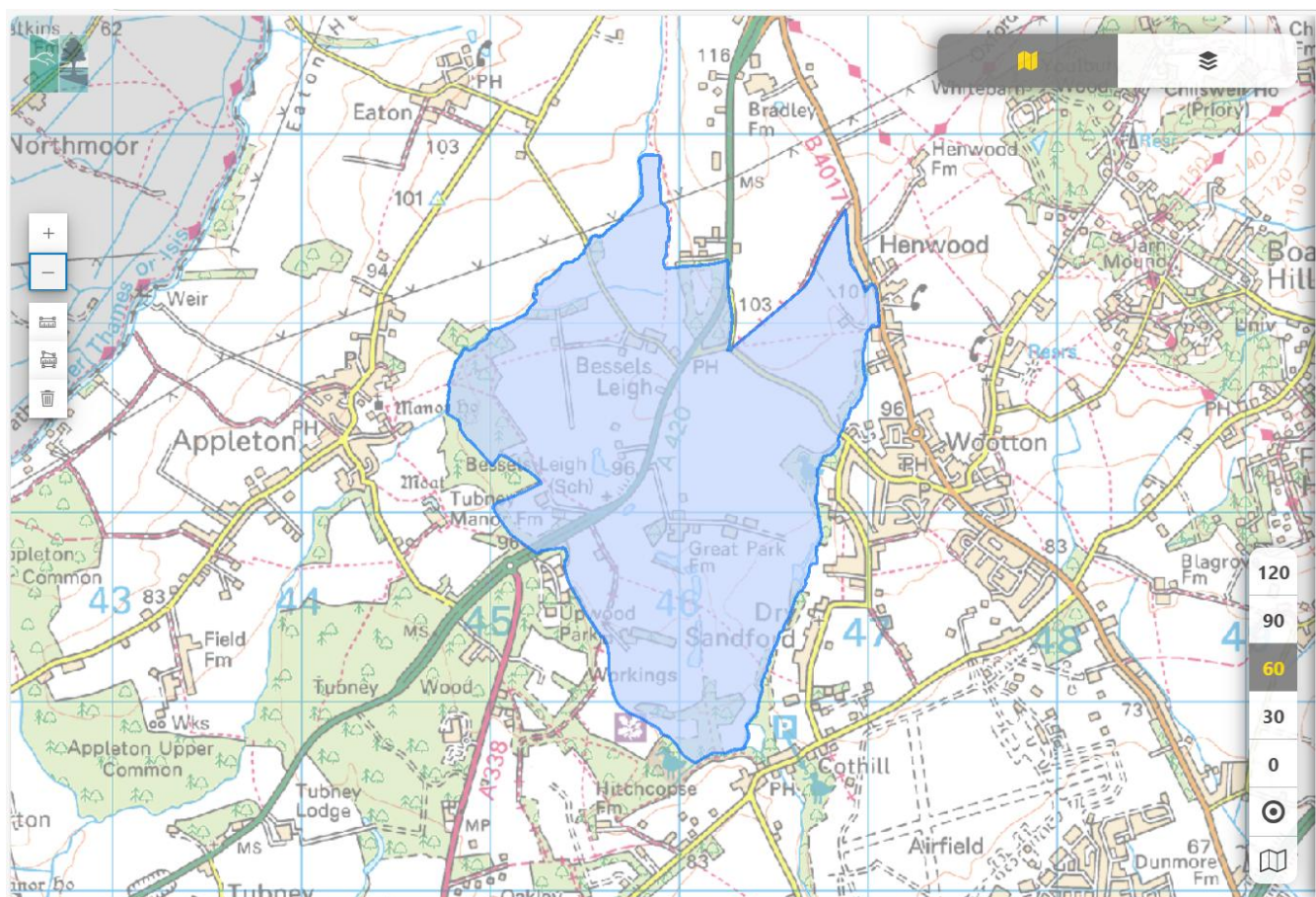
A consultation requires more information than is available at present. A minimum of a map of BPM should have been available. Paragraph 2 gives a biased slant of AWEPC views - could sway people.

I'm not happy to merge with the current lack of information. I assume more will be forthcoming. It also sounds as if you have made up your mind already!!

You haven't explained what would be the benefit to the residents of Appleton and Eaton being merged with Besselsleigh.

Indifferent

I don't feel sufficiently informed to select one of the boxes. I believe that the PC should provide a list of the pros and cons for consideration. They should have more information than has been provided above. What effect would the merger have on the Neighbourhood Plan, precept receipts and outgoings, representation requirements. How have Besselsleigh residents manage thus far on such issues. What is the benefit?



Attachment 2

Payments for authorisation

<u>Date</u>	<u>Description</u>	<u>Supplier</u>	<u>Total</u>
12/10/2025	Donation to OCC for footpath	Oxfordshire County Council	1,500.00
16/10/2025	Council phone	Lebara	6.95
16/10/2025	Microsoft	Microsoft	1.99
16/10/2025	HP Ink plan	HP	41.98
16/10/2025	Mailchimp	Mailchimp	11.65
16/10/2025	Lloyds fee	Lloyds	3.00
16/10/2025	Water at the Sportsfield	Castle Water	205.54
16/10/2025	Electricity at the sportsfield	Castle Water	70.89
01/10/2025	Scribe accounts subscription	Starboard Systems	42.00
01/10/2025	Sportsfield booking system	Starboard Systems	24.00
31/10/2025	Bank fees	Unity Trust Bank	6.00
30/10/2025	Tennis Club Rent	Richard Dick	150.00
10/11/2025	Printing of AWE BPM Consultation	Foremost Print	52.00
10/11/2025	Printing of AWE BPM Consultation	Foremost Print	36.00
10/11/2025	Pavilion cleaning	Constantin Express Cleaning Ltd	105.60
10/11/2025	Cutting branches at the Sportsfield	BGG	436.92
10/11/2025	Mowing of Jubilee Park	BGG	78.00
10/11/2025	Mowing grass at sportsfield	Ady Podbery	232.80
10/11/2025	Architect for Pavilion	SW Architecture	600.00

30/11/2025	Clerk salary	Allison Leigh	808.53
10/11/2025	Clerk expenses	Allison Leigh	58.40
10/11/2025	Fire alarm service	Executive Alarms Ltd	327.24
10/11/2025	Intruder alarm service at the sportsfield	Executive Alarms Ltd	182.39
10/11/2025	Website hosting and WordPress Updates	Dark White Digital	30.00
10/11/2025	Mowing grass at sportsfield	Ady Podbery	327.60
Total			5,339.48

Receipts from 1/10/25 – 31/10/25

<u>Date</u>	<u>Description</u>	<u>Supplier</u>	<u>Total</u>
28/10/2025	Hire of pavilion and sportsfield	Private hire	40.00
31/10/2025	VAT return	HMRC	690.03
Total			730.03

Bank Reconciliation at 31/10/2025

Cash in Hand 01/04/2025	62,162.59
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ADD

Receipts 01/04/2025 - 31/10/2025	38,188.95
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100,351.54

SUBTRACT

Payments 01/04/2025 - 31/10/2025	20,456.09
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A	Cash in Hand 31/10/2025	79,895.45
	(per Cash Book)	

Cash in hand per Bank Statements

Petty Cash	31/10/2025	0.00
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Unity Current Account	31/10/2025	18,191.84
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Unity Instant Access Account	31/10/2025	61,853.61
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Lloyds Card	31/10/2025	0.00
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80,045.45

Less unrepresented payments	150.00
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79,895.45

Plus unrepresented receipts

B	Adjusted Bank Balance	79,895.45
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A = B Checks out OK

Attachment 3

Appleton with Eaton Parish Council (AWEPC) Objection to Planning Application P25/V1729/FUL

AWEPC has concerns with this planning application. There is an ongoing enforcement case which AWEPC initiated as AWEPC believes a material change of use was enacted without planning permission.

AWEPC remains concerned about this property and would like to reiterate its response to P25/V0636/HH as we are concerned about the same issues and object to retrospective planning permission. The previous response can be found below:

The Appleton with Eaton Parish Council (AWEPC) objects to planning application P25/V0636/HH on the following grounds:

- 1) AWEPC doesn't believe the scale of the building, with potential for 3 rooms to be used as bedrooms, is commensurate with an annexe.*
- 2) AWEPC doesn't believe the outbuilding as an annexe fit the character of the area. This is not in accordance with AWEPC's Neighbourhood Plan.*
- 3) The applicant constructed and advertised an annexe when there had been no permission. AWEPC believes that if this retrospective application is approved, it will set a local precedent for deliberate contravention of planning procedures - unapproved development followed by retrospective application that would be difficult to object to in future. The PC wouldn't want to see this repeated in the village.*
- 4) As the annexe has been built on a site that had previously been the garden of Tacoma, which therefore had no independent access, the applicant has had to put in an entirely new road leading to the annexe. The end part of the garden at the previously named Tacoma is still zoned as agricultural as far as the Parish Council is aware as it was formerly part of Hills Nurseries.*
- 5) AWEPC is concerned about waste collection as they believe bins would need to be put out on the main road - thus dangerously blocking the view for vehicles exiting the drive on a national speed limit road.*
- 6) AWEPC is concerned that the annexe should not in future be sold as a separate dwelling, and proposes that, should permission be granted, it is with a binding condition that the annexe remains the property of the house to which it is attached.*
- 7) In February 2023 Tacoma (as a named property) ceased to exist on Council tax website.*

The current application under the name “Tacoma” is deliberately obscuring the actual situation of 2 new dwellings, both of which are now designated only with a street number and no name.

AWEPC believes there is now a significant question as to which of the two properties the annexe is attached to, and that this should be resolved before consideration of the application, in order to avoid legal uncertainty, and to prevent the situation outlined in point 6 above.

AWEPC has also learned of the following issues which also lead to the request to refuse this application.

This proposal is increasing access to the highway from one access point for 3 properties when it was originally designed for one property.

A business is also operating from one of the residential properties offering hair salon services and generating significant customer traffic throughout the day, all accessing the highway from a single point.

In addition a landscape business is also operating from the residence and regularly bringing the green waste to burn in the adjacent field to the property and storing equipment on the site.

Attachment 4

The Friends of Jubilee Park - Meeting Minutes

Date: Wednesday, 8th October 2025

Time: 7:30 PM

Attendees

Rosie, Tomos, Juliet, Pauline, Tom Parish

Council – Liz & Allison

Apologies: Bel & Claire

Parish Council Overview

The Parish Council will attend meetings on an ad hoc basis and maintain communication channels. Friends of Jubilee Park meeting minutes to be copied to Allison (PC clerk).

Minutes of Last Meeting

The minutes from the March meeting were reviewed and approved. Key points included:

- The maintenance day focused on bark and sand spreading
- Rosie & John Paige renovated the bench by the gate. It was noted that the bench at the far right of the park probably needed similar treatment – **Liz to ask John P**
- There was discussion about putting more bark down in future, noting that it tends to rot down over time

Matters Arising from Park Checks and Maintenance Issues

- Tomos to investigate updating form where appropriate (in accordance with form provided by Allison). The output of the weekly inspection form to be provided to Allison in a more accessible format. Currently the google form records output in a large spreadsheet.
- Include a link to park checks on the WhatsApp group (pinned).
- Where additional or ongoing maintenance is required; quotes will be obtained according to inspection priorities, choosing the highest priority items first

Flower Beds

Removing the first and third flower beds (sleepers and flowerbed) was discussed, as there is no one available to maintain them and the cost to replace sleepers is high. If the PC agree to this action, the Friends would then look at options for a piece of new play equipment or a round picnic bench to go in place of the largest flower bed (by the swings). It was noted that if the flower beds are removed that any perennials be moved to the remaining flowerbed. Also that there would need to be some brick edging done.

Action: Allison to raise this matter at the next PC meeting.

APPLETON WITH EATON PARISH COUNCIL

c/o 26 Eaton Village, Eaton, Oxfordshire OX13 5PR

E-mail: parishclerk.appletonwitheaton@gmail.com www.appleton-eaton.org

Tree Pruning

The height of the lower branches of the hornbeam trees (across the middle of the park, near the TT table) needs to be increased. **Allison to ask if the contractor can do this.**

Any Other Business (AOB)

Dedication plaques: The wooden structures holding the ceramic dedication plaques are all rotting – idea to replace with a sign (mounted on the pole next to the hornbeam trees). **Rosie to ask Bel for help with this.**

Fundraising Events: After highly successful event last year, another family Bingo event is scheduled for Saturday, 14th January. **Juliet to ask Nick W if he can update last year's poster for the Advertiser.**

Bin Provision: The PC is to provide a bin. Location to be confirmed.

9. Date of Next Meeting

The next meeting will be held on **Wednesday, 3rd December**