



**Meeting
held in the Village Hall
Monday, 10th November 2025 7:15pm
Minutes**

Councillors present: Stephen Day (Chairman), Sue Sternberg (SS), Rob Filbrandt (RF), Liz Gilkes (LG) and John Adams (JA), Chris Mitty (CM) and Mary Carey (MC)

In attendance: Allison Leigh (Clerk), District Councillor Mark Coleman, County Councillor James Plumb

25/143: Apologies for Absence: None

25/144: Declarations of interest/Dispensations: The Chair declared an interest in item 25/150 d. a.

25/145: Public questions and statements: A member of the public was in attendance. The Chair allowed members of the public to speak during topics of interest during the meeting.

25/146: Reports from District and County Councillors:

Vale of White Horse District Council (VoWHDC)

The District Councillor was in attendance and sent a report. See Attachment 1.

Oxfordshire County Council (OCC)

The County Councillor was in attendance and sent a report. See Attachment 2.

He noted he is hoping to re-introduce weed clearance at another OCC full council meeting.

25/147: Minutes of the last meeting: AWEPC agreed and signed approved the minutes of the Parish Council Meeting of 6th October 2025 as a true record.

LG noted the History Club will donate £250 to the village album. She noted that there will be an additional cost to unstick the pages. AWEPC is happy to proceed with an initial cost of £500 with an understanding that the total cost may be slightly higher.

25/148: Clerk's report: AWEPC considered the Clerk's report. The Clerk noted the following:

1. OCC has advised that the speed limit on Park Road is 20mph and if AWEPC wanted to consider a speed survey the cost would be £150.
2. A resident has agreed to assist in a soft review of the Neighbourhood Plan along with JA and the Clerk. The Clerk has contacted VoWHDC for any assistance they can provide.

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3. Gigaclear has informed AWEPC that they will send a quote for Wi-Fi at the Sportsfield in a few weeks.

25/149: Consultation on the possible merger between Appleton with Eaton Parish Council and Besselsleigh Parish Meeting (BPM): AWEPC resolved to inform the District Council of the results of the consultation and that AWEPC would like to proceed with a referendum.

25/154: Deep Cleanse: A member of the public was in attendance to report an issue with weeds between the road and pavement in several areas. The District Councillor will ask VoWHDC whether the deep cleanse would cover this and, if not, will pass this onto the County Councillor. AWEPC noted they are not keen to spray to control weeds without further consideration.

25/150: Finance:

- a. **Finance Report:** AWEPC agreed the payments and noted the bank reconciliation and noted the receipts from 31/10/25. See Attachment 3.
- b. **Training Courses:** No training courses were requested.
- c. **Budget 2026 2027:** AWEPC noted that it will need to consider a budget item for the Pavilion refurbishment but was not ready to do so at this meeting. AWEPC would also like to consider an amount for repair of the mounds and flower beds at Jubilee Park.
- d. **Donation requests:**
 - a. Church: AWEPC resolved to contribute £850 to the Parochial Church Council's request for footpath maintenance at a cost of £850
 - b. The Abingdon Bridge: AWEPC resolved to donate £400 to The Abingdon Bridge.

25/151: Planning:

- a. **Applications:** AWEPC considered 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

AWEPC has no comments on this planning application.

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[P25/V2181/HH](#)

104 Eaton Road Appleton OX13 5JJ

Loft conversion including hip to gable conversion with two dormer extensions on the sides
AWEPC has no comments on this planning application.

- 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 4.

- 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:

a. *Friends of Jubilee Park:*

- i. **Minutes from the meeting of the meeting on the 8th October:** AWEPC received the minutes See Attachment 5.
- ii. **Flower bed:** AWEPC resolved to repair the flower beds and to ask for volunteers to adopt a flower bed to maintain.
- iii. **Sleepers:** AWEPC resolved to reinstate the sleepers on the mounds.
- iv. **Bin:** The Clerk will obtain quotes for the December meeting.

b. *Pavilion Working Group:* No update.

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

25/153: Thames Water consultation: AWEPC resolved to agree with the District Council's response to the Thames Water consultation.

25/155: Correspondence: The following correspondence was noted:

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- An email about weeds in the village (see minute reference 25/154).
- An email objecting to AWEPC's response to the Oxford City Council's Greater Oxford proposal
- Emails regarding the proposed merger of AWEPC and BPM
- An email about the pond. AWEPC asked the Clerk to have Green Appleton speak directly to the pond dippers as AWEPC does not own the pond.

25/156: Advertiser: AWEPC would like the following in the December Advertiser:

- Asking for anyone interested in adopting a flower bed
- Results of the consultation on a potential merger of AWEPC and BPM and the next steps
- Donation requests for the parish album

25/157: Matters for report: None

25/158: Date of the next meeting: The date of the next meeting was confirmed as the 8th December 2025 at 7:15pm in the Village Hall.

25/159: Confidential items: AWEPC resolved to exclude members of the public from the following items due to their confidential nature.

25/160: Legal advice:

- a) AWEPC resolved to take legal advice regarding the Pavilion/Sportsfield and will look to have license agreements with regular users and general Terms and Conditions for one-off hires.
- b) AWEPC resolved to obtain further legal advice on future projects.

The meeting closed at 9:05pm.

Vale District Council – Member for Thames Ward Report to the Appleton with Eaton Parish Council – 10 November 2025

Social housing allocation policy changes now in place

Following a public consultation, the Vale of White Horse District Council has put in place an updated Housing Allocation Policy. This is a joint policy, shared with South Oxfordshire District Council. The refreshed policy sets out the criteria on who can join AWEPCs' housing register and the rules for how social housing is allocated. Further details on the policy may be found [here](#):



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<https://www.whitehorsedc.gov.uk/vale-of-white-horse-district-council/housing/social-housing-and-join-the-housing-register/>.

Winter Advice and Resources

As the colder months approach, the Vale has created a helpful guide to support residents through winter. The guide includes advice on keeping warm, support available through the Vale's community hub, steps to take during extreme weather, tips to prevent damp and mould, as well as information about council services.

The Vale works closely with its tenants to keep homes safe, dry, and free from damp and mould. Under Awaab's Law, which is now in effect, social housing providers are required to respond quickly to reports of damp and mould. They are committed to meeting and wherever possible, exceeding these standards to help ensure all their homes remain safe and comfortable. More information may be found here:

<https://www.whitehorsedc.gov.uk/vale-of-white-horse-district-council/winter-in-the-vale/>.

South East Strategic Option (SESRO) consultation

Thames Water has commenced its statutory consultation for the South East Strategic Reservoir Option (SESRO). All consultation materials and a link to their online survey will be available during the consultation period, which ends 11:59pm on 13 January 2026, at www.thames-sro.co.uk/SESRO/statcon2025. In addition to the online survey, Thames Water is hosting community drop-in events; details of these events are available via the above link.

Cllr Mark Coleman

Lib Dem Member for Thames Ward

Vale of White Horse District Council Deputy Leader

Member for Finance

Armed Forces and Veterans Champion

Mobile [07483 224436](tel:07483224436)

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Attachment 2

REPORT TO APPLETON WITH EATON PARISH COUNCIL NOVEMBER 2025

FROM CLLR JAMES PLUMB

CONGESTION CHARGE UPDATE

The Congestion Charge scheme came into effect on Wednesday 29th October and the County Council has confirmed that there will be an initial six-week grace period in place, during which drivers caught for the first time going through one of Oxford's Congestion Charge points without a permit will receive a letter, rather than a fine. If they haven't already, residents should check their eligibility criteria and apply for a permit where possible. Permits are available via the County Council website [here](#).

LOCAL GOVERNMENT REORGANISATION

Oxfordshire County Council has published its final proposals for local government reorganisation. Under the County Council's preferred scheme, a single unitary council would be established in Oxfordshire with estimated savings of £63 million annually. The proposal will be considered by Cabinet on November 12th and if agreed, will be submitted alongside the others to government by 28th November 2025. More information on the County Council's proposal is available [here](#).

OXFORDSHIRE FIRE & RESCUE SERVICE

Oxfordshire County Council is consulting on proposals to change how the Fire & Rescue Service operates, open until 20th January 2026. The plans aim to adjust staffing and resources to better match demand, improve response times during the day, and ensure the service remains sustainable, although some concerns have been raised about potential station closures, reduced night-time cover, and the removal of certain vehicles. Residents can review the proposals and share feedback via the [Let's Talk Oxfordshire website](#).

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Attachment 3

Payments authorised

<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	EDF	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
10/11/2025	Village maintenance	Appleton Parochial Church Council	850.00
10/11/2025	Donation	The Abingdon Bridge	400.00
10/11/2025	Website hosting and WordPress Updates	Dark White Digital	30.00
Total			6,619.48

Receipts from 1/10/25 – 31/10/25

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

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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 (per Cash Book)	79,895.45
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Cash in hand per Bank Statements

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

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



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Attachment 4

**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*

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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.

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Attachment 5

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.



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

Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting

held in the Village Hall

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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**