

**Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 12th January 2026 7:15pm**

DRAFT Minutes

Councillors present: Stephen Day (Chairman), Liz Gilkes (LG), Mary Carey (MC), John Adams (JA) and Chris Mitty (CM)

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

25/180: Apologies for Absence: Sue Sternberg (SS) and Rob Filbrandt (RF)

25/181: Declarations of interest/Dispensations: None.

25/182: Public questions and statements: One member of the public was in attendance. A question was raised as to the agreements between AWEPC and Appleton Cricket Club and AWEPC and Kingston Bagpuize Cricket Club. The Clerk advised that the contracts may be ready to be reviewed at the February meeting.

25/183: Reports from District and County Councillors:

Oxfordshire County Council

See Attachment 1.

Vale of White Horse District Council (VoWHDC)

See Attachment 2.

The Clerk will ask whether members of the Steering Group who are not councillors can attend the Neighbourhood Planning session to be held by VoWHDC.

25/184: Minutes of the last meeting: The minutes of the meeting of the 8th December 2025 were approved and signed as a true record with a minor amendment to add the planning decision for planning application P25/V2181/HH.

AWEPC would like to add an item which covers matters arising from the previous meeting not otherwise on the agenda, but not for decision.

25/185: Actions/Clerk's Report: See Attachment 3.

- a. **Consider the reason to review the Neighbourhood Plan:** The Council resolved to proceed with the review of the Neighbourhood Plan to ensure there have been no updates needed.

**Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 12th January 2026 7:15pm**

DRAFT Minutes

- b. **Consider an application to the Councillor Priority Fund:** The Council resolved for the issue of a heating solution to be raised at the next meeting of the Pavilion Working Group (PWG). The Council would like to consider an application to the Councillor Priority Fund for windows at the Pavilion. This will be considered at the meeting of the PWG on Monday the 19th January.

25/186: Finance:

- a. **Budget 2026/2027:** The Council resolved a budget of £76,576 in expenditure and £5,414 in income.
- b. **Precept 2026/2027:** Based on the budgetary discussion and consideration of reserves, the Council resolved a precept of £60,000.
- c. **Finance Report:** The Council agreed the payments and bank reconciliation from 31/12/25 and noted the receipts since the last meeting. See Attachment 4.
- d. **Training Courses:** The Clerk will circulate further information on the mental health training course. The Clerk will investigate introductory courses for CM.
- e. **Sum Up machine:** The Council resolved to purchase a sum up machine for contactless payments at events at a cost of around £25 with an approximate 1.69% transaction fee (with no contract).
- f. **Hirers' Liability Insurance:** The Council agreed the retrospective payment of Hirers' Liability Insurance at a cost of £106.93 for the remainder of the insurance period (ending 30/9/26). The Clerk will follow up on some queries which arose about the policy.

25/187: Planning:

- a. **Applications:**

a. P25/V2652/O

Cheers Farm, Netherton Road, Appleton

Outline planning application (with appearance and scale reserved) for demolition of existing buildings and erection of six residential dwellings.

AWEPC has no comments on this particular planning application. However, AWEPC expresses concern that this does not lead to any development in neighbouring fields.

**Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 12th January 2026 7:15pm**

DRAFT Minutes

b. [P25/V2589/HH](#)

4 Whites Forge, Appleton, OX13 5LG
Loft conversion and rear facing dormer window

AWEPC has no comments on this planning application.

c. [P25/V1517/HH](#)

The Oaks, Appleton Common, Appleton
Extension to the rear over existing single storey extension to create additional bedroom, with associated roof line adjustment. Internal insulation to external walls, and composite cladding added to the exterior walls. Remove existing chimney stack and internal chimney breasts, new UPVC windows and doors.

AWEPC has no comments on this planning application.

b. Decisions: AWEPC noted the following decision:

a. [P25/V2208/HH](#)

110 Homeleigh, Netherton Road Appleton
Conversion of existing detached garage to form a private home gym
Permission granted.

25/188: Working Groups:

a. *Friends of Jubilee Park*

i. Flower beds: The Clerk reported there are 3 volunteers for the flower beds. AWEPC would like to thank a resident who has been looking after the flower beds. The Clerk is investigating quotes for the repair of the flower beds and the mounds. The Clerk and LG will arrange to meet at the Park to prepare information for the quotes.

b. *Pavilion Working Group (PWG)*: It was noted that the PWG will be meeting on Monday the 19th January.

25/189: Electricity at the Pavilion: AWEPC resolved to engage with Utility Aid Solutions to provide a quote for the electricity at the Pavilion.

25/190: Correspondence: AWEPC noted the correspondence.

**Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 12th January 2026 7:15pm**

DRAFT Minutes

25/191: Advertiser: AWEPC would like the following in the Advertiser:

- Donations towards the storage of the Village Album
- A note about the 2026/2027 budget and precept, referencing the Pavilion works required, with a more detailed explanation in March.

25/192: Matters for report: It was noted trees had been felled along Green Lane. AWEPC believes this works was done earlier in the year.

25/193: Date of the next meeting: The date of the next meeting was confirmed as the 9th February 2026 at 7:15pm in the Village Hall.

25/194: Confidential: AWEPC resolved to exclude members of the public from the following agenda items due to their confidential nature.

25/195: Confidential items

- a. **Legal advice:** AWEPC resolved to hold a working group session to review through the advice received in detail.

**Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 12th January 2026 7:15pm**

DRAFT Minutes

Attachment 1

REPORT TO APPLETON WITH EATON PARISH COUNCIL JANUARY 2026

FROM CLLR JAMES PLUMB

OXFORDSHIRE FIRE & RESCUE SERVICE

Oxfordshire County Council is consulting on proposals to change how the Fire & Rescue Service operates, open until **20th January**. 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](#).

CHANGES TO HOUSEHOLD WASTE RECYCLING CENTRES

Changes to how Household Waste Recycling Centres (HWRCs) operate will come into effect this month (**14th January**). Residents will be required to book their visit in advance, including details on the type of waste being disposed of and will also be required to provide ID (like a driving licence) upon arrival to confirm Oxfordshire residency. Failure to show ID will incur a £15 fee. More information can be found on the County Council website [here](#).

OAKSMERE BRIDGE REPAIRS

I requested an update from officers regarding repairs to the bridge railings on Oaksmere, which I understand were damaged by a vehicle collision over a year ago. I can confirm that work is intended to start on this on 12th February 2026 and should be completed 18th February 2026. I will share further information, including any temporary traffic calming measures that will need to be put in place, as and when I receive them.

UPDATE ON NEW SPEED LIMITS (OASKMERE & A420)

I've received an update from officers regarding the implementation of the new speed limits on Oaksmere and the A420, which were approved last year. There are several new speed limits being implemented in the area, which are to be coordinated and waiting to be implemented. Unfortunately, there was an issue with the availability of the signage contractor and other works taking place on the A420. The County Council are hoping to implement the schemes in this financial year, so I will keep you updated as and when I hear anything.

FLOODING AT BESSLESLIEGH JUNCTION

A number of residents in Appleton have been in touch regarding issues with flooding at the Besselsleigh junction on the A420. I've raised this issue with officers and the latest update I received was that the majority of the gullies at this location were cleaned out back in October, however, during this cleanse and inspection it was noted that the level of silt in the nearby ditch was higher than the outfall from the headwall, which effectively means the water struggles to drain away and this is

**Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 12th January 2026 7:15pm**

DRAFT Minutes

potentially a factor in the flooding. The team have said they will be scheduling in further investigation work soon to try to improve the drainage situation in the area. I'm still awaiting confirmation on when this will take place but will let the Parish Council know when I hear more.

**Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 12th January 2026 7:15pm**

DRAFT Minutes

Attachment 2

Vale District Council – Member for Thames Ward Report to the Appleton with Eaton Parish Council – 12 January 2026

Neighbourhood Planning Event – 28 January 2PM at Didcot Civic Hall

I advised the parish clerk about this neighbourhood planning event, and I believe parishes should have received an invitation. The agenda is as follows:

- Welcome and introduction at 2pm
- Understanding recent and proposed national planning changes and what they mean for neighbourhood plans
- The continued role and value of neighbourhood planning in an evolving planning landscape
- Q&A session
- Break and networking (refreshments provided)
- Introduction to a new suite of neighbourhood planning guides and templates
- Q&A session
- Local Government Reorganisation Q&A
- Close at 5pm

The event will include participation from the Oxfordshire Neighbourhood Planning Alliance, who will provide a community perspective on the value of neighbourhood plans and their role in shaping local places.

If you would like to attend, please follow the link below to RSVP before 11.59pm on Monday 26 January.

<https://theconversation.southandvale.gov.uk/planning/e590ce70/>

South East Strategic Reservoir Option (SESRO)

The Vale has created document containing useful FAQ for Thames Water's proposed South East Strategic Reservoir Option (SESRO) as this is an important topic for some residents. The document is available at the end of this report.

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
Email mark.coleman@whitehorsedc.gov.uk

**Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 12th January 2026 7:15pm**

DRAFT Minutes

SESRO Consultation – Frequently Asked Questions

Q: What's happening right now?

A: Thames Water (TW) is carrying out a statutory public consultation on its plans for a major reservoir to the south west of Abingdon. This has so far been referred to as SESRO (South East Strategic Reservoir Option) but TW is now beginning to describe it instead as the White Horse Reservoir.

The Vale has repeatedly expressed its opposition to the reservoir through council resolutions and responses to previous consultations, and this position is also made clear in the policy IN7 in the Joint Local Plan which has been submitted for examination.

Q: How long is the consultation open for?

A: It runs to 13 January 2026. More details can be found on the website at <https://thames-sro.co.uk/public-consultations/south-east-strategic-reservoir-option-sesro-statutory-consultation-2025/>

Q: Who will decide whether the reservoir goes ahead?

A: This is a Nationally Significant Infrastructure Project (NSIP) and the decision will be taken by the Secretary of State following an examination process led by planning inspectors from the Planning Inspectorate. TW will seek a Development Consent Order (DCO) which is a form of planning permission for large infrastructure projects.

Q: Will the councils be responding to the consultation?

A: Yes! Our Senior NSIP Officer, Tom Bradfield, is collating detailed and comprehensive responses, one to come from each district. Although the reservoir itself will be in the Vale, the Draft Order Limits (red line boundary) do extend across the border into South Oxfordshire at the Thames near Culham, so accordingly both South and Vale are designated as host authorities for this NSIP. There would be some impact on South Oxfordshire where there is a planned intake and outfall link to the Thames at Culham as well, and officers are reviewing the submitted material to ascertain whether there would be any flooding impact further downstream. Tom is also in contact with colleagues at the county council.

Q: Can individual members make their own responses?

A: Of course. TW will need to take all responses into account. You might have points you wish to make in addition to what goes in the council responses.

Q: Why has the red line boundary increased in scope?

A: The land requirements for SESRO are extensive and complex, and may yet change again. Please refer to the TW factsheet on land and property here for their explanations: <https://thames-sro.co.uk/media/fwpjymvo/land-and-property-factsheet.pdf>

**Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 12th January 2026 7:15pm**

DRAFT Minutes

You can see the latest maps in the TW map book here:

<https://thameswatersromedia.blob.core.windows.net/live-media/documents/Map%20Book.pdf>

Q: Should residents be concerned about the safety of the reservoir?

A: TW will be required to ensure that the reservoir is safe. Please refer to their factsheet here for latest information:

<https://thames-sro.co.uk/media/zitjgjri/reservoir-safety-and-operation-factsheet-3.pdf>

Q: If the reservoir goes ahead, how can we be sure that the proposed benefits will be delivered?

A: Officers have worked very hard with Thames Water to attempt to secure benefits for the local community including nature, recreation and flood alleviation. We are also doing our best to support the local economy through community employment schemes. The best way to secure these benefits will be to ensure that TW makes formal commitments at the DCO stage.

Q: What happens next?

A: After the close of the consultation TW must consider all of the responses and publish their findings. TW will have to prepare a consultation report to submit with their DCO application, which will include a summary of the responses received. It must also include a description of how the application has been influenced by the responses and, where relevant, an explanation of why some of the suggestions were not followed. The current project timetable is as follows:



Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 12th January 2026 7:15pm

DRAFT Minutes

Attachment 3: Action list

<u>Minute reference</u>	<u>Subject</u>	<u>Person Responsible</u>	<u>Update</u>
25/182 and 167	License agreements for the Sportsfield and Pavilion	Clerk	The Clerk will have these for consideration at the February meeting.
25/183	Enquire whether members of the Steering Group who are not councillors can attend the Neighbourhood Planning session to be held by VoWHDC.	Clerk	
25/184	Look to include an agenda item covering matters arising from the previous meeting	Clerk	
25/184 and 169	Review of the Neighbourhood Plan	Clerk and JA	In progress
25/184 and 179b	Raise the issue of heating solutions and windows with the Pavilion Working Group with a view to apply for the Councillor Priority Fund (See minute reference 25/185b from the meeting of the 12 th January 2026.)	Clerk	In progress

Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 12th January 2026 7:15pm

DRAFT Minutes

25/186d	Training: circulate information on mental health training and look for Roles and Responsibilities courses for CM	Clerk	
25/186 f	Work on queries regarding Hirers' Insurance	Clerk	
25/187	Submit planning responses on behalf of AWEPC	Clerk	
25/188a	Thank the resident who has been looking after the flower beds	Clerk	
25/188a and 150	Get quotes for the mounds and flower	Clerk and LG	In progress
25/189	Contact Utility Aid Solutions regarding electricity at the Pavilion	Clerk	
25/168 c	Look at fundraising and storage methods for the village album	Clerk and LG	The Clerk has not had the opportunity to look at fundraising methods. The Clerk and LG will work on this. The Council would like the fundraising for the storage of the village album in the February Advertiser.
25/173 a i	Contact Huck Nets	Clerk	The inspection has taken place and AWEPC is waiting for the report.
25/179 a	Write to MP re Thames Path	Clerk and LG	The Clerk and LG are working on an email.

Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 12th January 2026 7:15pm

DRAFT Minutes

25/179 c	Bin	Councillors	Councillors will investigate further options.
25/136 c ii	Grant for Gigaclear/floodlights	Clerk	See minute reference 25/185b from the meeting of the 12 th January 2026.
	Look into the replacement cost of the War Memorial for the insurance	Clerk	In progress
25/79 c 1 i	Update sportsfield booking rates in Scribe	Clerk	Update sportsfield booking rates in Scribe
25/81	Put photos of VE Day on the website	Clerk	The Clerk will progress this.
25/58	Ditch on sportsfield ownership	Clerk	The Clerk will progress this.
25/8 d iii	Photographs of assets as part of the Asset Register	Clerk	The Clerk will progress this.
25/8 d iv	Title deeds on the Asset Register	Clerk	The Clerk will progress this.
24/56	Quotes for the sportsfield	Clerk	All other works have been done. The Clerk is working with Executive Alarms as to works raised in their report which appear to be non-essential

Note: The Clerk works part time/10 hours per week.

Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 12th January 2026 7:15pm

DRAFT Minutes

Attachment 4

Payments authorised

<u>Date</u>	<u>Description</u>	<u>Supplier</u>	<u>Total</u>
16/12/2025	Land Registry fee	Land Registry	7.00
16/12/2025	Microsoft subscription	Microsoft	1.99
16/12/2025	Office supplies	Tesco	3.75
16/12/2025	Office supplies	Amazon EU S.a.r.l UK Branch	12.45
16/12/2025	HP Ink plan	HP	85.48
16/12/2025	Land Registry fee	Land Registry	7.00
16/12/2025	Lloyds fee	Lloyds	3.00
01/12/2025	Scribe accounts subscription	Starboard Systems	42.00
01/12/2025	Sportsfield booking system	Starboard Systems	24.00
31/12/2025	Bank fees	Unity Trust Bank	6.00
17/12/2025	Electricity at the sportsfield	EDF	98.58
17/12/2025	Water at the Sportsfield	Castle Water	84.35
12/01/2026	Clerk expenses	Allison Leigh	26.00
12/01/2026	Website hosting and WordPress Updates	Dark White Digital	30.00
30/01/2026	Clerk salary	Allison Leigh	808.73
12/01/2026	Insurance Hirers Liability addition	Clear Councils	106.93
Total			1,347.26

Receipts from 1/12/25 – 31/12/25

<u>Date</u>	<u>Description</u>	<u>Supplier</u>	<u>Total</u>
16/12/2025	Hire of pavilion and sportsfield	Appleton Cricket Club	900.00
31/12/2025	Bank Interest	Unity Trust Bank	340.87
24/12/2025	Hire of pavilion and sportsfield	Cumnor Minors	385.00
Total			1,625.87

**Bank Reconciliation at
31/12/2025**

Cash in Hand 01/04/2025	62,162.59
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**Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 12th January 2026 7:15pm**

DRAFT Minutes

ADD

Receipts 01/04/2025 - 31/12/2025	40,656.02
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	102,818.61
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SUBTRACT

Payments 01/04/2025 - 31/12/2025	29,190.96
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A	Cash in Hand 31/12/2025	73,627.65
	(per Cash Book)	

Cash in hand per Bank Statements

Petty Cash	31/12/2025	0.00
Unity Current Account	31/12/2025	11,433.17
Unity Instant Access Account	31/12/2025	62,194.48
Lloyds Card	31/12/2025	0.00

	73,627.65
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Less unpresented payments

	73,627.65
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Plus unpresented receipts

B	Adjusted Bank Balance	73,627.65
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A = B Checks out OK

**Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 12th January 2026 7:15pm**

DRAFT Minutes