

Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 8th December 2025 7:15pm

Minutes

Councillors present: Stephen Day (Chairman), Sue Sternberg (SS), Rob Filbrandt (RF), Liz Gilkes (LG) and Mary Carey (MC)

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

25/161: Apologies for Absence: John Adams (JA), Chris Mitty (CM), County Councillor James Plumb

25/162: Declarations of interest/Dispensations: None declared.

25/167: Appleton Cricket Club: Members of Appleton Cricket Club were in attendance. A discussion was had as to the 2025 fees and the Cricket Club understands the fee agreed for 2025. It was agreed that the Council will review the fees prior to the 2026 season. The Council resolved to begin the license agreements in January.

25/163: Public questions and statements: Three members of the public were in attendance.

25/164: Reports from District and County Councillors:

Vale of White Horse District Council (VoWDC)

The District Councillor reported that the weeding work has been completed. He sent a report. See Attachment 1. The Council asked the Clerk to communicate about the Vale's services over the Christmas period.

25/165: Minutes of the last meeting: The minutes of the Parish Council Meeting of 10th November 2025 were agreed and signed as a true record.

- Album: LG provided an update that the album is with Temple Bookbinders. It will be split into 2 sections. The next consideration needs to be how to store the album. The storage boxes recommended by Temple Bookbinders are costly (see minute reference 25/168 c). AWEPC would like to consider other options for this.

25/166: Clerk's report: The Council considered the Clerk's Report

- a. **Pond:** AWEPC considered the recent correspondence regarding the pond and resolved not to pursue registering it with Parish Council ownership.

Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 8th December 2025 7:15pm

Minutes

25/168: Finance:

- a. **Finance Report:** The Council approved consider the payments and bank reconciliation from 30/11/25 and noted the receipts. See Attachment 2.
- b. **Training Courses:** No training courses were requested.
- c. **Budget 2026 2027:** The Council considered the budget for 2026/2027. It was noted that there is a large amount of work needing to be done at the Sportsfield such as the new oil tank and boiler and new windows. The Council noted this will significantly increase the precept and will be reviewing this again for decision at the January meeting.

It was noted that boxes for the village album will cost in the realm of £1100. The Council would like to raise funds for this cost. The Clerk will investigate fundraising methods as well as other types of storage.

d. Donation request:

- a. **Citizens Advice:** The Council resolved to donate £125 to Oxfordshire Citizens Advice.

25/169: Memberships

- a. **Oxfordshire Neighbourhood Plans Alliance (ONPA):** The Council resolved to join the ONPA at a cost of £50 for 2026. The Clerk noted she has not had a reply from VoWHDC regarding the NP update and will email again, cc'ing the District Councillor.
- a. **Open Spaces Society:** The Council resolved to join the Open Spaces Society at a cost of £45 for 2026.

25/170: Renewal of IT contract: The Council resolved to proceed with the Microsoft 365 renewal with Cloudy IT for a cost of £97.20.

25/171: Planning:

- a. **Applications:** The Council noted the following:
CERTIFICATE OF LAWFUL DEVELOPMENT FOR PROPOSED USE OR
DEVELOPMENT
P25/V2522/LDP
44 Badswell Lane Appleton Abingdon Oxfordshire OX13 5JN
Construction of dormer window to rear elevation and insertion of four velux

Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 8th December 2025 7:15pm

Minutes

windows to retained front elevation.

- b. **Decisions:** The Council noted the following decisions:

P25/V1833/HH

25 Parklands Besselsleigh Abingdon OX13 5PN

Single storey side and rear extension. Creation of gravel drive to the front, with associated works (additional arboricultural information received 23 October 2025)

Permission granted

P25/V2181/HH

104 Eaton Road Appleton Abingdon OX13 5JJ

Loft conversion including hip to gable conversion with two dormer extensions

on the sides. (Amended plans received 21st November 2025- Correcting the number of existing windows in the side elevation).

Permission granted.

25/172: IT Policy: The Council resolved to adopt the IT Policy.

25/173: Working Groups:

a. *Friends of Jubilee Park*

- i. AWEPC considered the Inspection Report and noted that the Buccaneer Tower was identified as a moderate risk. AWEPC resolved to proceed with Huck Nets to inspect the Buccaneer Tower at a cost of £1000.

b. *Pavilion Working Group (PWG):* The PWG had met recently to consider costs. They noted that due to the high costs perhaps AWEPC should look to start with some key areas that must be updated such as the moving of the oil tank and updating the boiler as a starting point.

c. *Leisure and Recreation (L&R) Working Group:* AWEPC resolved to dissolve the L&R Working Group as most of the Group attends the PWG and the Clerk attends the Friends of Jubilee Park meetings as needed.

25/174: Correspondence: The Council considered the correspondence received.

25/175: Advertiser: The Council would like the following in the January Advertiser:

- Advertising for another Superuser to assist with marking of potholes in the village
- Village Album update

Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 8th December 2025 7:15pm

Minutes

25/176: Matters for report: MC reported the Asset of Community Value application for The Plough Inn has been submitted.

25/177: Date of the next meeting: The date of the next meeting was confirmed as the 12th January 2026 at 7:15pm in the Village Hall.

25/178: Confidential: The Council resolved to exclude members of the public from the following agenda items due to their confidential nature.

25/179: Confidential items

- a. **Legal advice:** The Council resolved to defer this agenda item to the January meeting The Council also resolved to write to the MP with regards to the Thames Path.
- b. **Boiler/Oil tank:** AWEPC considered the quotes received and is waiting for one more from G&O. The Clerk noted that G&O had the most comprehensive plan. The Council resolved to proceed with G&O pending costs not exceeding £15,000. The Council resolved to apply to the Councillors' Priority Fund for funding for the moving of the oil tank and boiler.
- c. **Bins at Jubilee Park:** The Clerk presented options for a bin. Councillors would like to investigate other options.
- d. **Wi-Fi:** It was noted that a quote for £15,000 has come in from Gigaclear. MC will investigate. The Clerk will look into BT Openreach.

The meeting closed at 9pm.

Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 8th December 2025 7:15pm

Minutes

Attachment 1

Vale District Council – Member for Thames Ward Report to the Appleton with Eaton Parish Council – 8 December 2025

Council services over Christmas

The council office reception at Abbey House will close from 5pm on Wednesday 24 December 2025 and will reopen on Monday 5 January 2026. Details about council services over the Christmas and New Year period are available on the council website: <https://southandvale.us8.list-manage.com/track/click?u=33bec1cf8b5523ad47c7183a0&id=2974d52950&e=7a83e59255>

Disabled Facilities Grant

Disabled or vulnerable residents can apply to the Council now for a Disabled Facilities Grant to make their homes safer and easier to live in. The grant provides up to £50,000 for essential adaptations such as ramps, stairlifts, level-access showers, heating or insulation improvements, and more. Details about how to apply for the grant are available at this link: <https://www.whitehorsedc.gov.uk/vale-of-white-horse-district-council/housing/help-with-improving-your-home/>

Yours,

Mark

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, 8th December 2025 7:15pm

Minutes

Attachment 2

<u>Date</u>	<u>Description</u>	<u>Supplier</u>	<u>Total</u>
03/11/2025	Council phone	Lebara	6.95
03/11/2025	Microsoft subscription	Microsoft	1.99
03/11/2025	Thank you Friends of Jubilee Park	The Plough Inn	4.00
03/11/2025	Thank you Friends of Jubilee Park	The Plough Inn	36.90
03/11/2025	HP Ink plan	HP	41.98
03/11/2025	Mailchimp	Mailchimp	11.70
03/11/2025	Sportsfield supplies	Amazon Services Europe S.a.r.L.	21.87
03/11/2025	Council phone	Lebara	6.95
03/11/2025	Lloyds fee	Lloyds	3.00
17/11/2025	Oil	Boiler Juice	316.27
17/11/2025	Whiteline	Origin Amenity Solutions	309.60
01/11/2025	Sportsfield booking system	Starboard Systems	24.00
01/11/2025	Scribe accounts subscription	Starboard Systems	42.00
18/11/2025	Water at the Sportsfield	Castle Water	84.57
18/11/2025	Electricity at the sportsfield	EDF	78.77
30/11/2025	Bank fees	Unity Trust Bank	6.00
08/12/2025	Website hosting and WordPress Updates	Dark White Digital	30.00
08/12/2025	Advertiser printing	Appleton Parochial Church Council	212.00
31/12/2025	Clerk salary	Allison Leigh	808.53
08/12/2025	Servicing of boiler	Certas Energy	433.48
08/12/2025	Mowing of Jubilee Park	BGG	78.00
08/12/2025	Clerk expenses	Allison Leigh	26.00
08/12/2025	Inspection	The Play Inspection Company	226.20
08/12/2025	Legal fees for Sportsfield	Wellers Law Group	540.00
16/12/2025	ONPA Membership	ONPA	50.00
16/12/2025	Cloudy Microsoft renewal	Cloudy IT	116.64
08/12/2025	Mowing grass at sportsfield	Ady Podbery	116.40
08/12/2025	Donation to Citizens Advice	Citizens Advice	125.00
08/12/2025	Open Spaces Society subscription	Open Spaces Society	45.00
Total			3,803.80

Receipts from 1/11/25 – 30/11/25

<u>Date</u>	<u>Description</u>	<u>Supplier</u>	<u>Total</u>
17/11/2025	Hire of pavilion and sportsfield	Scouts	225.00
17/11/2025	Hire of pavilion and sportsfield	Cubs	225.00
19/11/2025	Income from the Sportsfield event	Cash	141.20
18/11/2025	Donation for the Village Album	Appleton with Eaton History Group	250.00
			841.20

Appleton with Eaton Parish Council (AWEPC) Parish Council Meeting
held in the Village Hall
Monday, 8th December 2025 7:15pm

Minutes

Bank Reconciliation at 30/11/2025

	Cash in Hand 01/04/2025		62,162.59
	ADD		
	Receipts 01/04/2025 - 30/11/2025		39,030.15
			101,192.74
	SUBTRACT		
	Payments 01/04/2025 - 30/11/2025		26,008.12
A	Cash in Hand 30/11/2025		75,184.62
	(per Cash Book)		
	Cash in hand per Bank Statements		
	Petty Cash	30/11/2025	0.00
	Unity Current Account	30/11/2025	13,331.01
	Unity Instant Access Account	30/11/2025	61,853.61
	Lloyds Card	30/11/2025	0.00
			75,184.62
	Less unrepresented payments		
			75,184.62
	Plus unrepresented receipts		
B	Adjusted Bank Balance		75,184.62
	A = B Checks out OK		