

**Members of Appleton with Eaton Parish Council
are summoned to the
Parish Council Meeting
Monday, 13th July 2026
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. 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, 7th July 2026

AGENDA

NB: Members of the Public are invited to the meeting if they wish to speak in the public session or as observers.

26/79: Apologies for Absence

26/80: Declarations of interest

26/81: 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. Members of the public wishing to speak should notify the Clerk in advance. Time given in total is 10 minutes.

26/82: Reports from District and County Councillors

26/83: Minutes of the last meeting: To approve and sign the [minutes of the Parish Council Meeting of the 8th June 2026](#) as a true record

26/84: Actions: To consider the Actions. See Attachment 1.

26/85: Finance:

- i. **Finance Report:** To consider the finance report and authorise payments. See Attachment 2.
- ii. **Training Courses:** To consider any training courses requested
- iii. **2026/2027 Audit:** To consider the appointment of Theresa Goss as Internal Auditor for 2026/2027 at a cost of £275.
- iv. **Transfer of funds to instant access account:** To consider the transfer of £9650 to the instant access account in line with the Council's investment strategy
- v. **Budget against actual:** To review the [budget against actual through 30/06/2026](#)

26/86: Planning: To consider the following planning applications:

- i. [P25/V1217/FUL](#)
Home Farm, Besselsleigh OX13 5PU
Change of use of land to mixed use General Industrial (Use Class B2) and Storage and

Distribution (Use Class B8) (as amplified by Transport Statement received 25 September 2025, and as amended by red line plan extending to the highway received 30 March 2026)
Comments due by 15th July

ii. **Oxfordshire County Council Planning Reference MW.0087/26**

26/87: Sportsfield:

- i. To have an update on the recent meeting with the Oxfordshire Playing Fields Association about maximising the usage of the Sportsfield and Pavilion
- ii. To consider the proposed usage
- iii. To review the Sportsfield and Pavilion charges
- iv. To consider quotes for a new boiler
- v. To consider the quotes for fencing around the new oil tank

26/88: Working Groups: To have updates from the following:

a. Friends of Jubilee Park

- 1. To consider the quotes for a replacement Buccaneer Tower
- 2. To consider quote for the replacement of the monkey bars

b. Pavilion Working Group

26/89: Grounds maintenance: To consider grounds maintenance for the following:

- i. Remnant of the Great Green
- ii. Appleton Landing

26/90: Salt provision:

- i. To consider any additional salt and/or topping up needed
- ii. To consider any new salt bins needed

26/91: Village album: To have an update on the village album and consider any next steps

26/92: Correspondence: To consider any publications and correspondence received

- i. Correspondences with the Chair regarding the speed on Appleton Common
- ii. Consultations to consider
 - a. General review of speed limits on Oxfordshire's rural A and B class road network - Stakeholder consultation - Vale of White Horse district

NB: If you wish to have your correspondence considered at the meeting, please send it to the Clerk by 5pm on Thursday, 9th July.

26/93: Advertiser: To consider any items to be put in the Advertiser

26/94: Matters for report: To raise matters for discussion without decision or items for the next meeting

26/95: Date of the next meeting: To confirm the date of the next Parish Council Meeting as Monday the 14th September at 7:15pm in the Village Hall.

26/96: Confidential item: To consider excluding members of the public from the following agenda

26/97: Letter from the MP: To consider a response

Notes on declarations of interest: Any Member arriving after the start of the meeting is asked to declare pecuniary interests, as necessary, as soon as practicable after their arrival, even if the item in question has been considered.

National rules about pecuniary interests are set out in Chapter 7 of the Localism Act 2011 and in secondary legislation made under the Act, in particular The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2

Attachment 1: Actions

<u>Minute reference</u>	<u>Subject</u>	<u>Person Responsible</u>	<u>Update</u>
26/71a	Ask FoJP if they could cut back thorns at Jubilee Park	Clerk	They have agreed to do this.
26/21 and 23	Signing of the Declaration of Acceptance Forms	Chair, Vice Chair, Clerk	In progress.
26/30 and 36	Policies updates on the website	Clerk	In progress
26/40, 25/184 and 169	NP review	Clerk	Comments have been sent to VoWHDC and AWEPC is waiting for a response as to whether the comments would constitute a light review.
26/42	Organise removal of iroko bench	Clerk	The bench was removed by a member of the public.
26/49	Work with Dark White Digital on website accessibility updates	Clerk	In progress
26/54 a i	Investigate quotes for the repair of the Buccaneer Tower	Clerk	This is on the July agenda.
26/54 ii	Meet with Friends of Jubilee Park re bin placement	Clerk	The bin has arrived and the FoJP have identified a suggested location. The Clerk is in touch with a company re installation.
26/54 b ii	Apply for grant once windows quotes are agreed	Clerk	Done.
26/55	Update Elan City warranty	Clerk	Done

26/58	Investigate bin emptying near the church	Clerk	In progress
25/201	Investigate the ownership of the land around where the War Memorial stands and replacement costs for insurance	CM and Clerk	In progress.
25/204a	Obtain quote for works on Buccaneer Tower and Zip Wire	Clerk	In progress.
25/204a	Create spreadsheet of playground repairs	Clerk	In progress as the Clerk is seeking further repair quotes.
25/186 f	Work on queries regarding Hirers' Insurance	Clerk	In progress.
25/136 c ii	Grant for Gigaclear/floodlights	Clerk	This action is done with regards to a grant as that application has been completed for the oil tank. The Pavilion Working Group (PWG) is assisting with quotes for the fencing around the oil tank as the cost has come in higher than the grant received. Starlink is in progress. See minute reference 26/54. The PWG is looking into the replacement of bulbs for the floodlights. This will be part of future reports from the PWG.
25/79 c 1 i	Update sportsfield booking rates in Scribe	Clerk	The Clerk will progress this now that updated rates have been agreed.
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.

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

Attachment 2: Finance Report

Payments for authorisation

<u>Date</u>	<u>Description</u>	<u>Supplier</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
01/06/2026	Sportsfield booking system	Starboard Systems	20.00	4.00	24.00
01/06/2026	Scribe accounts subscription	Starboard Systems	35.00	7.00	42.00
17/06/2026	Electricity at the sportsfield	EDF	31.05	1.55	32.60
30/06/2026	Bin for Jubilee Park	Bibby Commercial Finance Ltd (Roadware)	212.95	42.59	255.54
30/06/2026	Bank fees	Unity Trust Bank	7.00	0.00	7.00
19/06/2026	Energy audit	ERS Consultants LTD	780.00	156.00	936.00
16/06/2026	HP Ink plan	HP	81.23	16.25	97.48
16/06/2026	Council phone	Lebara	5.79	1.16	6.95
16/06/2026	Google subscription	Google	0.39	0.00	0.39
16/06/2026	Mailchimp subscription	Mailchimp	9.77	1.95	11.72
16/06/2026	Lloyds fee	Lloyds	3.00	0.00	3.00
13/07/2026	PAYE	HMRC	213.34	0.00	213.34
13/07/2026	Pavilion cleaning	Constantin Express Cleaning Ltd	88.00	17.60	105.60
13/07/2026	Website hosting and WordPress Updates	Dark White Digital	30.00	0.00	30.00
13/07/2026	Grass cutting at Jubilee Park	BGG	140.00	28.00	168.00
13/07/2026	Mowing grass at sportsfield	Ady Podbery	350.00	70.00	420.00
13/07/2026	Clerk expenses	Allison Leigh	70.45	0.00	70.45
13/07/2026	PAYE	HMRC	191.01	0.00	191.01
31/07/2026	Clerk salary	Allison Leigh	To come	0.00	To come
31/08/2026	Clerk salary	Allison Leigh	To come	0.00	To come
Total			2,268.98	346.10	2,615.08

Receipts from 1/6/26 – 30/6/26

<u>Date</u>	<u>Description</u>	<u>Customer</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
30/06/2026	Bank Interest	Unity Trust Bank	279.58	0.00	279.58
08/06/2026	Hire of pavilion and sportsfield	Sally Cooper	805.00	0.00	805.00
09/06/2026	Hire of pavilion and sportsfield	Private Hire	40.00	0.00	40.00
15/06/2026	Hire of pavilion and sportsfield	Goldensparrows Cricket Club, East Hanney	270.00	0.00	270.00
10/06/2026	Hire of pavilion and sportsfield	Marcham Colts	120.00	0.00	120.00
29/06/2026	Compensation payment	Unity Trust Bank	100.00	0.00	100.00
Total			1,614.58	0.00	1,614.58

Bank Reconciliation at 30/06/2026

Cash in Hand 01/04/2026	67,487.90
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ADD

Receipts 01/04/2026 - 30/06/2026	32,625.95
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100,113.85

SUBTRACT

Payments 01/04/2026 - 30/06/2026	8,108.75
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A	Cash in Hand 30/06/2026	92,005.10
	(per Cash Book)	

Cash in hand per Bank Statements

Petty Cash	30/06/2026	0.00
Unity Current Account	30/06/2026	34,218.22
Unity Instant Access Account	30/06/2026	57,786.88
Lloyds Card	30/06/2026	0.00

92,005.10

Less unrepresented payments

92,005.10

Plus unrepresented receipts

B	Adjusted Bank Balance	92,005.10
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A = B Checks out OK