

**Members of Appleton with Eaton Parish Council
are summoned to the
Parish Council Meeting
Monday, 14th September 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, 8th September 2026

AGENDA

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

26/98: Apologies for Absence

26/99: Declarations of interest

26/100: 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.

26/101: Reports from District and County Councillors

26/102: Minutes of the last meeting: To approve and sign the [minutes of the Parish Council Meeting of the 13th July 2026](#) as a true record

26/103: Actions: To consider the Actions. See Attachment 1.

26/104: Finance:

- i. **Finance Report:** To consider the finance report and authorise payments. See Attachment 2.
- ii. **Training Courses:** To consider any training courses requested
 - a. **SLCC National Conference:** To consider the Clerk's attendance at the SLCC National Conference at a cost of £715 + VAT split across 2 councils (£357.50 per council)
- iii. **Community First Oxfordshire:** To consider [membership to Community First Oxfordshire](#) at a cost of £55/year
- iv. **Grant requests:**
 - a. **Clean Slate:** To consider the application for a £100 donation by Clean Slate, who supported two residents in the Parish in the last 12 months.
- v. **NJC Pay Scales:** To note the [2026/2027 NJC pay scale agreement](#)
- vi. **Council Phone:** To consider a replacement of the Council phone purchased in 2023.

vii. **Insurance quotes:** To consider the quotes

26/105: Planning:

i. To consider the following planning applications:

[P26/V2766/HH](#) (deadline passed)

91 Eaton Road, Appleton OX13 5JJ

Erection of a detached domestic garage with a covered veranda to the rear and an associated patio area.

[P26/V1662/FUL](#) (deadline passed)

Appleton Christmas Barn, Eaton Road Appleton Oxon OX13 5JJ

Provision of four adapted units for mushroom cultivation, sited on hardstanding

[P26/V3530/FUL](#)

The Paddocks Park Lane Appleton OX13 5JT

Demolition of 2No. Stables. New stable block to include 4No. stables, tack room, hay barn and Beddings and shavings store.

[P26/V3355/S73](#)

Clare Cottage Park Lane Appleton OX13 5JT

Variation of condition 2 on planning permission P25/V0815/FUL (Demolish stables and storage buildings. Erect two self build dwellings.)

[P26/V3665/FUL](#)

Appleton Tennis Club, Badswell Lane Appleton OX13 5JN

Additional tennis court and parking

[P26/V3725/HH](#)

8 Whites Forge, Appleton OX13 5LG

Proposed new front porch, replace the existing rear conservatory with an extension, replace existing windows with grey upvc double glazed units and existing fascias to be replaced with black upvc fascias. Existing cladding to front to be changed to composite board colour like for like.

ii. **Solar Farms:** [Cearn Solar Farm](#), **Oxfordshire:** To consider a Council representative attending a meeting on the 6th October

26/107: Working Groups: To have updates from the following:

a. Friends of Jubilee Park

b. Pavilion Working Group

26/108: Emergency Plan: To consider an Emergency Plan including addressing heat-related events

26/109: General review of speed limits on Oxfordshire's rural A and B class road network -

Stakeholder consultation - Vale of White Horse district: To consider a response. Response due by 18th September

26/110: 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, 10th September.

26/111: Advertiser: To consider any items to be put in the Advertiser

26/112: Matters for report: To raise matters for discussion without decision or items for the next meeting

- Thanks to Richard Prickett and Sanchia Prickett for their contributions to Council matters over the years including Parish Path Warden and Flood Group.
- Welcome the new Parish Parth Wardens Jerry Uren and Tony Kilbourn

26/113: Date of the next meeting: To confirm the date of the next Parish Council Meeting as Monday the 12th October at 7:15pm in the Village Hall.

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

Actions

<u>Minute reference</u>	<u>Subject</u>	<u>Person Responsible</u>	<u>Update</u>
26/87 ii	Speak to Cumnor Minors FC re grant funding	Clerk	Done. They are not able to assist with grant funding.
26/88 b	Ensure Starlink is fully functioning	Clerk	Done
26/89 i	Obtain quotes for cutting of the Remnant of the Great Green	Clerk	Done and the work will be carried out in October.
26/90 i	Ask OCC to top up salt bins	Clerk	Done
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 working with them as to the nature of the amendments.
26/42	Organise removal of iroko bench	Clerk	The bench was removed by a member of the public. The Clerk has had one expression of interest and has followed up with no reply. The Clerk has put a note on this in the August and September Advertisers.
26/49	Work with Dark White Digital on website accessibility updates	Clerk	In progress
26/54 ii	Meet with Friends of Jubilee Park re bin placement	Clerk	The bin was put in place on 23/7.

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	The Buccaneer Tower replacement will be installed in the coming weeks. Any zip wire investigation will take place as part of the playground repairs.
25/204a	Create spreadsheet of playground repairs, including zip wire	Clerk	In progress as the Clerk is seeking further repair quotes.
25/186 f	Work on queries regarding Hirers' Insurance	Clerk	In progress.
25/79 c 1 i	Update sportsfield booking rates in Scribe	Clerk	The Clerk will put these in per event as there are many rates for different which will cause confusion within the system. If this changes/is simplified, it can be revisited.
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>
16/07/2026	Council phone	Lebara	5.79	1.16	6.95
16/07/2026	Google subscription	Google	0.39	0.00	0.39
16/07/2026	HP Ink plan	HP	65.82	13.16	78.98
16/07/2026	Mailchimp	Mailchimp	9.92	1.99	11.91
16/07/2026	Materials for Jubilee Park	Screwfix	24.99	5.00	29.99
16/07/2026	Lloyds fee	Lloyds	3.00	0.00	3.00
01/07/2026	Scribe accounts subscription	Starboard Systems	35.00	7.00	42.00
01/07/2026	Sportsfield booking system	Starboard Systems	20.00	4.00	24.00
01/07/2026	Electricity at the sportsfield	EDF	36.38	1.82	38.20
20/07/2026	ICO Fee	Information Commissioners Office	47.00	0.00	47.00
07/07/2026	Water at the Sportsfield	Castle Water	48.04	9.61	57.65
31/07/2026	Unity Service Charge	Unity Trust Bank	7.00	0.00	7.00
03/08/2026	Scribe accounts subscription	Starboard Systems	35.00	7.00	42.00
03/08/2026	Sportsfield booking system	Starboard Systems	20.00	4.00	24.00
03/08/2026	Village album refurbishment	Temple Bookbinders	710.00	0.00	710.00
03/08/2026	Training	OALC	125.00	25.00	150.00
17/08/2026	Sportsfield internet	Starlink	306.67	61.33	368.00
17/08/2026	Lucite holder	Amazon Services Europe S.a.r.L.	18.25	3.65	21.90
17/08/2026	Land Registry fee	HM Land Registry	14.00	0.00	14.00
17/08/2026	Sportsfield internet	Starlink	30.00	0.00	30.00
17/08/2026	Council phone	Lebara	5.79	1.16	6.95
17/08/2026	Google	Google	1.59	0.00	1.59
17/08/2026	HP Ink plan	HP	65.82	13.16	78.98
17/08/2026	Barrier for Jubilee Park	Screwfix	-24.99	-5.00	-29.99
17/08/2026	Mailchimp	Mailchimp	9.74	1.95	11.69
17/08/2026	Lloyds fee	Lloyds	3.00	0.00	3.00
18/08/2026	Electricity at the sportsfield	EDF	43.03	2.15	45.18
20/08/2026	Water at the Sportsfield	Castle Water	80.37	16.07	96.44
28/08/2026	Football goals	Duralock (UK) Limited	4,033.35	806.67	4,840.02
28/08/2026	Refund for match not played	AUFC Development	20.00	0.00	20.00
31/08/2026	Unity Service Charge	Unity Trust Bank	7.00	0.00	7.00
14/09/2026	Bin emptying	Shield Maintenance Ltd	15.17	3.03	18.20
14/09/2026	Grounds maintenance	Ady Podbery	100.00	20.00	120.00
14/09/2026	Grounds maintenance	Ady Podbery	360.00	72.00	432.00
14/09/2026	Bin emptying	Shield Maintenance Ltd	100.00	20.00	120.00
14/09/2026	Tree works	Boward Tree Surgery Ltd.	1,610.00	322.00	1,932.00
14/09/2026	Tree works	Boward Tree Surgery Ltd.	380.00	76.00	456.00
14/09/2026	Website hosting and WordPress Updates	Dark White Digital	30.00	0.00	30.00
14/09/2026	Hedge cutting	Green Seasons	250.00	0.00	250.00
14/09/2026	Office supplies	Appleton Community Shop	4.78	0.96	5.74
14/09/2026	Intruder alarm installation	Executive Alarms Ltd	382.00	76.40	458.40

14/09/2026	Payroll accountant	Tetbury Accounting	250.00	50.00	300.00
14/09/2026	Grass cutting	Tetbury Accounting	205.00	41.00	246.00
14/09/2026	External Audit	Moore	210.00	42.00	252.00
14/09/2026	Training	SLCC	38.50	7.70	46.20
Total			9,742.40	1,711.97	11,454.37

Receipts from 1/7/26 – 31/8/26

<u>Date</u>	<u>Description</u>	<u>Customer</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
27/07/2026	Hire of pavilion and sportsfield	AUFC Development	210.00	0.00	210.00
03/08/2026	VAT return	HMRC	0.00	1,958.81	1,958.81
14/08/2026	Hire of pavilion and sportsfield	Andrew Hodder-Williams	105.00	0.00	105.00
14/08/2026	Hire of pavilion and sportsfield	ASFA	120.00	0.00	120.00
14/08/2026	Hire of pavilion and sportsfield	Cumnor Minors Football	40.00	0.00	40.00
14/08/2026	Hire of pavilion and sportsfield	Witney Mills Cricket Club	120.00	0.00	120.00
Total			595.00	1,958.81	2,553.81

Bank Reconciliation at 31/08/2026

Cash in Hand 01/04/2026 67,487.90

ADD

Receipts 01/04/2026 - 31/08/2026 35,179.76

102,667.66

SUBTRACT

Payments 01/04/2026 - 31/08/2026 17,621.46

A Cash in Hand 31/08/2026 85,046.20
(per Cash Book)

Cash in hand per Bank Statements

Petty Cash	31/08/2026	0.00
Unity Current Account	31/08/2026	17,609.32
Unity Instant Access Account	31/08/2026	67,436.88
Lloyds Card	31/08/2026	0.00

85,046.20

Less unrepresented payments

85,046.20

Plus unrepresented receipts

B Adjusted Bank Balance 85,046.20

A = B Checks out OK