

ADDERBURY PARISH COUNCIL

TUESDAY 9 SEPTEMBER 2025

Clerk & Responsible Financial Officer

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3 September 2025

Dear Councillors,

A meeting of the Parish Council will be held on **Tuesday 9 September 2025 at 7.30pm** at Church House, High Street, Adderbury to transact the business set out in the Agenda below and you are summoned to attend.

County/District Councillor David Hingley and District Councillors Gordon Blakeway and Rob Pattenden are also invited to attend.

In accordance with the Equality Act 2006 & the Equality Act 2010, if any members of the public require assistance and support to enable them to access the Parish Council meeting, please contact the Clerk.

T.Goss
Clerk to the Parish Council

A G E N D A

1. **Welcome** – The Chairman to welcome members of the public and Councillors to the meeting.
7:30pm – 7:35pm
2. **Apologies for absence** - To receive any apologies for absence from the meeting.
7:30pm – 7:35pm
3. **Declarations of Interest** - Members are asked to declare any interest and the nature of that interest, which they may have in any of the items under consideration at this meeting.

Advice on declarations of interest should be sought from the Clerk prior to the meeting, as advice cannot be given to Councillors at Parish Council meetings.
7:30pm – 7:35pm
4. **Minutes** – To consider the minutes of the meeting held on 29 July 2025 and any matters arising from those minutes. **(Attached)**
7:35pm – 7:40pm
5. **Chairman's Announcements**
 - Pre-Order Informal Consultation – To note the proposed Footpath Stopping Up / Diversion of Adderbury Footpath No.5 (101/5/10) (Part) under s257 of the Town and Country Planning Act 1990 - (ref: JH/NS/10785).
7:40pm – 7:50pm
6. **Open Forum** - Members of the public are invited to raise any items which concern the Parish.
(10 minutes maximum/3 minutes per person)
7:50pm – 8:00pm
7. **Reports from County and District Councillors** - To receive reports from the Adderbury County Councillor and District Councillors.
8:00pm – 8:10pm

8. Planning

- i) Planning Applications - To note the planning applications considered by the Parish Council since the last meeting. **(Report to follow)**
- ii) Results of Planning Applications - To note the results of planning applications determined by Cherwell District Council's Planning Committee. **(Report to follow)**
- iii) Adderbury Neighbourhood Plan (ANP) – To note the progress which the ANP Working Group has made in relation to updating the Plan.

8:10pm – 8:20pm

9. Village Matters

- i) Flooding – To receive an update on the work to address flooding issues in the village.
- ii) FOCAL – To receive a report on the work of FOCAL. **(Report to follow)**
- iii) Community and Sports Centre Project (Milton Road) - To receive a progress report on:
 - the building project;
 - grant funding applications; and
 - fundraising organised by the Parish Council & Working for Adderbury Community (WFAC) Working Group.
- iv) Boundary at The Leys – To discuss the boundary and fencing along the disused railway track and The Leys.
- v) Meeting with Sean Woodcock MP – To note that the meeting with Sean Woodcock MP has been re-arranged for Wednesday 24 September 2025 at 10.30am.
- vi) Cycle Route from Adderbury to Bloxham – To discuss a proposal for a cycle route from Bloxham to Adderbury.
- vii) Bench Policy – To update the Bench Policy to include reference to not installing any further benches in Adderbury Cemetery.
- viii) Bench in the Lucy Plackett Play Area – To discuss replacing the bench in the Lucy Plackett Play Area.

8:20pm – 8:40pm

10. Parish Council Matters

- i) Health and Safety:
 - To note the play area inspections at The Rise and Lucy Plackett Playing Field from Councillor Simon Davies;
 - To note the inspection at Adderbury Lakes from Councillor Diane Bratt; and
 - To note the inspection at the Walled Garden Allotments from Councillor Rachel Moffat.
- ii) Parish Council Newsletter – To discuss the contents of the next Newsletter.

8:40pm – 8:50pm

11. Finance

- i) Financial Matters
 - To approve the accounts for payment; and

- To note the income received since the last meeting, the uncashed receipts & uncashed payments and the bank reconciliation. **(Reports to follow)**
 - ii) Budget Monitoring – To note the budget monitoring report for 2025/2026. **(Report to follow)**
 - iii) General, Ring-Fenced and Ear-Marked Reserves – To note and approve the Parish Council's Reserves. **(Report to follow)**.
 - iv) External Auditor's Report – To note the External Auditor's Report for 2024/2025. **(Report to follow)**
8:50pm – 8:55pm
12. **Correspondence** - Items of correspondence will be circulated to members.
8:55pm – 9:00pm

The Lucy Jane Plackett Charity

(No items)

13. **Public and Press** – To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting for items numbered 14, 15, 16 & 17 on the grounds that it could involve the likely disclosure of private and confidential information.
9:00pm
14. **Track to the Railway Embankment** – To receive an update on the legal work in respect of this matter.
9:00pm – 9:10pm
15. **Fencing at The Rise Play Area** – To consider quotes for fencing around the play area at The Rise. **(To follow)**
9:10pm – 9:20pm
16. **Adderbury Neighbourhood Plan** – To consider a quote for professional support for progressing the Adderbury Neighbourhood Plan.
9:20pm – 9:25pm
17. **Staffing Matters** – To note the NJC pay agreement and approve the increase of the salary for the Clerk & Responsible Financial Officer, which is back dated to 1 April 2025. **(To follow)**
9:25pm – 9:30pm
18. **Meeting Dates** – Future meeting dates to be agreed as follows and will commence at 7.30pm at Church House, High Street, Adderbury.
- 21 October 2025
 - 25 November 2025
- 9:30pm**
19. **Items for Future Agendas/Items of Information**
- Community Emergency Plan
- 9:30pm**