

# ADDERBURY PARISH COUNCIL

TUESDAY 28 APRIL 2026

Clerk & Responsible Financial Officer

Theresa Goss  
3 Tanners Close  
Middleton Cheney  
Banbury, OX17 2GD

[clerk@adderburyparishcouncil.gov.uk](mailto:clerk@adderburyparishcouncil.gov.uk)  
[www.adderburyparishcouncil.gov.uk](http://www.adderburyparishcouncil.gov.uk)

21 April 2026

Dear Councillors,

A meeting of the Parish Council will be held on **Tuesday 28 April 2026 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 24 March 2026 & 14 April 2026 and any matters arising from those minutes. **(Attached)**  
**7:35pm – 7:40pm**

5. **Chairman's Announcements**

- Grass Cutting – Grass cutting contractor has increased their costs temporarily by £50 per month to cover the fuel costs for grass cutting.
- Day of Dance – 25 April 2026

**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. **(To follow)**
- ii) Results of Planning Applications - To note the results of planning applications determined by Cherwell District Council's Planning Committee. **(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) Sewage Discharge – To discuss the sewage discharge into Bloxham Brook which flows into Adderbury water courses.
- v) Annual Parish Meeting (APM) – To discuss any issues which arose at the Annual Parish Meeting on 21 April 2026.  
**8:20pm – 8:35pm**
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;
  - To note the inspection at the Walled Garden Allotments from Councillor Rachel Moffat; and
  - To note the inspection at Adderbury Cemetery from Councillor Joel Greenberg.
  - To note the inspection of the railway parapet (adjacent to the Lucy Plackett Playing Field)
- ii) Parish Council Newsletter – To discuss the contents of the next Newsletter.  
**8:35pm – 8:45pm**
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. **(To follow)**

- ii) Budget Monitoring – To note the budget monitoring report for 2025/2026. **(To follow)**
- iii) Internal Audit Report 2025/2026 – To note the Internal Auditor’s report for 2025/2026 and agree the actions and note the Internal Auditor’s AGAR Certificate 2025/2026. **(To follow)**
- iv) Statement of Accounts 2025/2026 - To receive and approve the Receipts & Payments Statement of Account as at 31 March 2026. **(To follow)**
- v) Bank Reconciliation 31 March 2026 – To approve the Bank Reconciliation as at 31 March 2026. **(To follow)**
- vi) Breakdown of Reserves as at 31 March 2026 – To approve the reserves as at 31 March 2026. **(To follow)**
- vii) Annual Governance and Accountability Return for the year ended 31 March 2026 - To approve Section 1, the Annual Governance Statement 2025/2026. **(To follow)**
- viii) Annual Governance and Accountability Return for the year ended 31 March 2026 - To approve Section 2, the Accounting Statements for 2025/2026. **(To follow)**
- ix) Explanation of Variances 2025/2026 – To note the explanation of the variances over 15% compared to 2024/2025. **(To follow)**
- x) Notice of Public Rights – To note that the public has the right to inspect the Parish Council’s accounting records for 2025/2026 for 30 days starting from 3 June 2026 until 14 July 2026. **(To follow)**
- xi) Appointment of Internal Auditor for 2026/2027 – To appoint Auditing Solutions Ltd as the Internal Auditor for 2026/2027.

**8:45pm – 9:00pm**

12. **Correspondence** - Items of correspondence will be circulated to members.

**9:00pm – 9:05pm**

### **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 item numbered 14 on the grounds that it could involve the likely disclosure of private and confidential information.

**9:05pm**

14. **Quotes for Play Equipment at The Rise** – To consider quotes from Wicksteed Leisure for repairs to the swings and replacement swings. **(To follow)**

**9:05pm – 9:15pm**

15. **Meeting Dates** – Future meeting dates to be agreed as follows and will commence at 7.30pm at Church House, High Street, Adderbury.

- 19 May 2026
- 30 June 2026
- 28 July 2026
- 15 September 2026
- 20 October 2026
- 4 November 2026

**9:15pm**

16. **Items for Future Agendas/Items of Information**

**9:15pm**