

ADDERBURY PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 14
JANUARY 2025 AT 7.30PM AT CHURCH HOUSE, HIGH STREET, ADDERBURY

PRESENT: Councillor Diane Bratt (Chairman); Councillors Simon Davies, Mark Gerold, Joel Greenberg and Rachel Moffat.

ALSO IN ATTENDANCE: District Councillors Gordon Blakeway, David Hingley and Rob Pattenden and one member of the public.

113/24 Apologies – Parish Councillor Jacky Atkinson submitted her apologies because she had another appointment.

Parish Councillor Oliver Ighani submitted his apologies because he was at work.

Parish Councillor Sue Jelfs submitted her apologies because she had another appointment.

Theresa Goss (Clerk and Responsible Financial Officer) also submitted her apologies because she was unwell.

Resolved that the apologies from Councillors Jacky Atkinson, Oliver Ighani and Sue Jelfs be approved and the absences authorised.

114/24 Declarations of Interest – All Councillors declared an interest because they were Trustees of the Lucy Plackett Playing Field.

Resolved that the interests be noted.

115/24 Minutes – Prior to the meeting, the minutes of the meeting held on 26 November 2024 had been circulated to the Parish Council.

Resolved that the minutes of the meeting held on 26 November 2024 be approved and signed by the Chairman.

116/24 Matters Arising from the Minutes of 26 November 2024 – There were no matters arising.

117/24 Flooding – Prior to the meeting, an update on the actions following the flooding issues had been circulated to the Parish Council. The Chairman highlighted that she had met with the Environment Agency on 9 January 2025 and the County Council's Footpaths Officers on 15 January 2025.

The footpath/Lane between the bridge and the Pump Garage bridge was classed as highways not as a footpath. Highways would be asked about the repair by the Footpaths Officer.

The Environment Agency (EA) did not want to dredge the stream, but the Parish Council felt this would alleviate some of the flooding issues. The EA believed the best course of action was to clear Sor Brook of any impediments further downstream and create more capacity.

The EA would be writing to riparian owners of any land which needed maintenance work to keep the stream clear of debris/trees etc.

A review of the sluice and the overflow was required and the Chairman suggested that the Parish Council could make contact with the owners of The Mill because they had not been involved so far.

The Chairman had arranged a meeting with National Grid about the substation on Friday 17 January 2025 and she had met with most of the homeowners who had been flooded, including those in Manor Road who had been affected by surface water flooding.

The County Council was due to clear the gulleys, however the Councillors reported that this had not been completed yet.

In Round Close Road, the County Council was considering engineering work for an additional pipe down the middle of the road to supplement the road drainage network system. It was hoped that work in Dog Close would be undertaken in the coming days.

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Resolved that the report be noted.

118/24 Chairman's Announcements

- Oxfordshire County Council's Climate Engagement Webinar, Climate Training on 29 January 2025 on Teams from 2pm to 3pm
- Day of Dance 2025 – Meeting with Sharp and Blunt was being held on 15 January 2025
- Oxfordshire County Council's Highways Engagement Team – Meeting on 29 January 2025 to raise highway issues which are of concern to the Parish Council
- WI - The WI was holding a talk regarding hedgehogs on 6 February 2025 at 730pm at the Parish Institute. All were welcome to attend.

119/24 Open Forum – The resident who had been in attendance had already left the meeting at this point.

(For information, following guidance from the National Association of Local Councils, the Parish Council did not specifically name individual residents and provide details of issues within its minutes, unless they are addressing the Parish Council in an official capacity or they specifically request for their name to be included)

120/24 Reports from Oxfordshire County Councillor and Cherwell District Councillors – There was no report from County Councillor Arash Fatemian.

The District Councillors reported that the deadline for comments on the Local Plan had been extended to 25 February 2025.

Also, the Government was considering making all County and District Councils into Unitary Authorities. This could result in job losses and was likely to be implemented quickly and there might not be a consultation on the process.

Resolved that the reports be noted.

121/24 Planning

- i) Planning Applications/Works to Trees – Prior to the meeting, the details of the planning applications/works to trees which have been considered by the Parish Council, since the last meeting, had been circulated.

Resolved that, it be noted and approved that, no objections or observations had been made by the Parish Council in respect of the following planning applications/works to trees:

24/02955/F	10 Twyford Gardens, Twyford UPVC anthracite grey cladding to part front elevation
24/02953/F	Camlo House , 2 Adderbury Park, Adderbury Single storey rear extension, internal remodelling, front entrance alteration and associated landscaping works to an existing dwelling
24/03031/TCA	Fleet Farm House, Aynho Road, Adderbury, T1 -pear-removal. various (G1) - crown lifts on east side to approximately 3 metre above the drive.
24/02414/F	Wharf Barn, Twyford Road, Adderbury, New doorway and balcony to the side, replacement single storey porch and velux to front, replacement windows and doors to composite (golden oak) - re-submission of 21/00044/F
24/03102/LB	Tilting Bridge 250 Metres South Of Kings Sutton Lock Over, Aynho Road, Adderbury Like-for-like repairs and localised re-construction of abutments and approach walls and like-for-like replacement of timber deck
24/03204/TCA	4, Lambourne Way, Adderbury Tree works

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24/03214/F Westleigh, Tanners Lane, Adderbury
Replacement conservatory

Resolved that, it be noted and approved that, objections with additional comments have been made by the Parish Council in respect of the following planning applications/works to trees:

24/03179/F 2 The Crescent, Twyford
Two storey side extension

Resolved that, it be noted that the Parish Council was considering the following planning applications:

24/03285/F Tanners, Tanners Lane, Adderbury
Single storey rear garden room extension

24/03409/TCA Banbury Westend Lawn Tennis and Squash Club, Chapel Lane, Adderbury
Tree works

25/00021/TCA Wychwood, Meadow View, Adderbury
Tree works

- ii) Planning Results – The results of planning application determined by Cherwell District Council since the last meeting of the Parish Council, had been circulated to all Councillors prior to the meeting.

Resolved that the report be noted.

- iii) Local Plan 2042 Consultation – The Chairman reported that the deadline for comments on the draft Local Plan had been extended by Cherwell District Council to 25 February 2025.

Resolved that Councillors to forward their comments on the Local Plan 2042 to the Clerk. **Action ALL**

- iv) Adderbury Neighbourhood Plan (ANP) – The Chairman reported that AECOM site assessment had been circulated to the Parish Council prior to the meeting. Councillors felt that the ANP should allocate sites and this matter needed further consideration and discussion by the Parish Council.

Councillors were encouraged to review Cherwell District Council's HELAA which identified all the potential sites in the village, with criteria indicating their suitability for development.

Resolved that:

- 1) the report be noted;
 - 2) all Councillors to review Cherwell District Council's HELAA; and **Action ALL**
 - 3) further investigations be made into Locality grant funding. **Action MG/TG**
- v) 21/01966/F, Land to Rear of Gracewell Care Home, Gardner Way Adderbury – The Chairman reported that the planning permission had been granted for the erection of 18 dwellings and the conditions had now been discharged. Therefore, including Section 106 funds available from 10 houses to the rear of St Mary's Farmhouse, there would be circa £140,000 available to the Parish Council.

Resolved that the report be noted.

122/24 Village Matters

- i) FOCAL – Councillor Rachel Moffat reported on the activities of FOCAL and the fundraising which was being undertaken.

Resolved that the report be noted.

- ii) Community and Sports Centre, Milton Road – The Chairman reported that Section 106 funding was still being pursued, and work had taken place to investigate ways to reduce costs of the build because grants funding was limited.

It also appeared that Section 106 funds had been allocated to Kidlington rather than the Milton Road project and the Ward Councillors agreed to look into this further.

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Resolved that the report be noted.

- iii) Proposed Speed Limit Reductions on the A4260 – The Parish Council considered the County Council's proposals on the reduction of speed limits on the A4260, which proposes the 50mph to replace the National Speed Limit (NSL), southwards from the 40/NSL terminal south of Berry Hill Road to the NSL/20 terminal at the northern edge of Deddington.

Resolved that proposed speed limit reductions on the A4260 be supported and the County Council be reminded that the Parish Council has requested that the A4260 by the Primary School and the Green be reduced to 20mph. The County Council will also be requested to restrict speed limits on Milton Road as part of these changes. **Action TG**

123/24 Parish Council Matters

- i) Health and Safety – The Parish Council considered several health and safety inspections.
- Play area inspection at The Rise – Councillor Simon Davies reported that there were no issues at The Rise, except the fencing which needed to be repaired.
 - Play area inspection at the Lucy Plackett Playing Field – Councillor Simon Davies reported that there was still an issue with the swings and this had been forwarded to the Clerk to action.
 - Adderbury Lakes – The Chairman reported that there were no issues at the Lakes.
 - Walled Garden Allotments – Councillor Rachel Moffat reported that there were no issues at the Walled Garden Allotments.

Resolved that the reports be noted.

- ii) Parish Council Newsletter – The Parish Council discussed items for inclusion in the next Parish Council Newsletter in Contact.

Resolved that Parish Councillor Rachel Moffat to continue to edit the Parish Council Newsletter and Councillors to forward items to her. **Action ALL**

124/24 Finance

- i) Financial Matters – Prior to the meeting, a number of financial documents were circulated to the Parish Council.

Resolved that:

- 1) the accounts for payment be approved, as detailed in appendix 1 to the minutes;
 - 2) the receipts since the last meeting, the uncashed payments & receipts and the bank reconciliation, as at 31 December 2024 for the bank accounts at Unity Trust Bank and the Cambridge Building Society be noted; and
 - 3) it be noted that Councillor Rachel Moffat, as Councillor for monitoring the Parish Council's internal controls, has signed the uncashed payments list, the uncashed receipts list, the bank reconciliation as at 31 December 2024 and the Unity Trust bank statements for November and December 2024.
- ii) Budget Monitoring 2023/2024 – Prior to the meeting, the Parish Council received budget monitoring report for 2023/2024.

Resolved that the report be noted.

- iii) General and Ear-Marked Reserves – Prior to the meeting, the general and ear-marked reserves had been circulated to the Parish Council.

Resolved that the report be noted and the reserves be approved.

- iv) Walled Garden Allotments – The Parish Council discussed the 2025/2026 rent for a plot at the Walled Garden Allotments.

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Resolved that the rent for 2025/2026 for a full plot be £75.00 and £50.00 for half a plot. **Action TG**

- v) Adderbury Cemetery – The Parish Council discussed the Burial Fees at Adderbury Cemetery for 2025/2026.

Resolved that this item be deferred to the next meeting of the Parish Council. **Action TG**

- vi) Section 106 Funds – The Parish Council discussed the Section 106 funds held at Oxfordshire County Council, which had been allocated to Adderbury.

Resolved that this item be deferred to the next meeting of the Parish Council. **Action TG**

- vii) Members' Allowances 2024/2025 – The Parish Council considered the Report of the Independent Parish Remuneration Panel.

Resolved that allowances not be paid to Councillors, however travel and subsistence be claimed on production of receipts.

- viii) Interim Internal Audit Report 2024/2025 – The Parish Council considered the interim Internal Auditor's report for 2024/2025.

Resolved that the Interim Internal Audit Report 2024/2025 be noted.

125/24 Correspondence – There was no further correspondence.

THE LUCY JANE PLACKETT CHARITY (No Items)

126/24 Exclusion of the Public and Press

Resolved that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the minutes numbered 127/24, 128/24 & 129/24 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

127/24 Quote for Works to the Fencing at The Rise Play Area – The Parish Council considered a quote for repairs to the fence at The Rise play area

Resolved that this item be deferred until further quotes and more information is available. **Action TG**

128/24 Milton Road Project – The Parish Council had discussed the Community and Sports Centre on Milton Road earlier in the meeting.

Resolved that the report be noted.

129/24 Maintenance Contracts 2025/2026 – The Parish Council discussed the maintenance contracts at Adderbury Lakes, Walled Garden Allotments and Adderbury Cemetery for 2025/2026.

Resolved that the quotes from Design Grow for the 2025/2026 maintenance contracts at Adderbury Lakes, the Walled Garden Allotments and Adderbury Cemetery, be approved. **Action TG**

(The public and press were invited back into the meeting at the conclusion of this item)

130/24 Meeting Dates – The Chairman reported that Parish Council meetings would be held in Church House, High Street, Adderbury, at 7.30pm on the following dates:

- 25 February 2025
- 25 March 2025
- 16 April 2025 (Adderbury Annual Parish Meeting)
- 29 April 2025
- 20 May 2025
- 24 June 2024

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131/24 Items for the Next Agenda

- Adderbury Cemetery – Burial Fees 2025/2026

(Meeting closed at 9.27pm)

Chairman – 25 February 2025