

ADDERBURY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 24 JUNE 2025 AT 7.30PM AT CHURCH HOUSE, HIGH STREET, ADDERBURY

PRESENT: Councillor Diane Bratt, Chairman: Councillors Jacky Atkinson, Simon Davies, Mark Gerold, Oliver Ighani, Sue Jelfs and Rachel Moffat.

ALSO IN ATTENDANCE: Theresa Goss, Clerk & Responsible Financial Officer, District Councillor Rob Pattenden

18/25 Apologies – Councillor Joel Greenberg submitted his apologies because he had another appointment.

County/District Councillor David Hingley and District Councillor Gordon Blakeway also submitted their apologies.

Resolved that the apologies from Councillor Joel Greenberg be accepted and the absence authorised.

19/25 Declarations of Interest – All Councillors declared an interest because the Parish Council was the Sole Trustee of the Lucy Plackett Playing Field.

Resolved that the interests be noted.

20/25 Minutes – Prior to the meeting, the minutes of the meeting held on 20 May 2025 had been circulated to the Parish Council.

There were no matters arising.

Resolved that the minutes of the meeting held on 20 May 2025 be approved and signed by the Chairman.

21/25 Chairman's Announcements – There were no announcements.

22/25 Open Forum – There were no members of the public present.

(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)

23/25 Reports from Oxfordshire County Councillor and Cherwell District Councillors – District Councillor Rob Pattenden reported that the income from business rates, collected by Cherwell District Council (CDC) were going to be reduced by the Government. As a result, Cherwell District Council would see its income reduced by approximately £6m. This had resulted in CDC being in a very difficult financial position.

Councillor Pattenden also reported that residents had been in touch with him regarding the planning application at Elton House, Sir George's Lane, Adderbury.

In addition, staff at Katharine House Hospice would like to contact with the Parish Council regarding the festive Tractor Run to discuss parking arrangements. The Hospice had received feedback that when the event was being held, those attending were causing parking issues in surrounding village and the Hospice staff wished to work with Parish Councils to reduce the impact on its neighbours. Councillor Pattenden would put the Hospice staff in touch with the Chairman.

Councillor Pattenden was thanked for his report.

Resolved that the reports be noted.

24/25 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:

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- 1) if Councillors wish to make comments on the 25/00811/F, Elton House, Sir George's Lane, Adderbury, for a single storey extension and internal and external alterations to an existing garage to form ancillary living accommodation to the main house, they should forward their comments to the Clerk by 26 June 2025; and **Action ALL**

- 2) 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:

25/00890/F	Sydenham Farm, Aynho Road, Adderbury Installation of solar panels on agricultural building on the edge of the roof
25/01025/TCA	Annexe Adjacent, High House, Aynho Road, Adderbury Tree works
25/01214/F	Lavender Cottage, Horn Hill Road, Adderbury, Demolition of existing conservatory and erection of single storey rear extension
25/01275/F	2 Cross Hill Cottages, Cross Hill Road, Adderbury, Single storey rear extension
25/01354/F	Sydenham Farm, Aynho Road, Adderbury, Alterations, extension to and conversion of barn to form single dwelling (self-build)
25/01347/F	Yew Tree Cottage, East End, Adderbury Internal and external renovations to include - modifying internal partitions and erection of a two storey rear extension, to provide a kitchen/family room at ground floor and a fourth bedroom with en-suite at first floor level. Landscape works to form 3 car parking spaces.
25/00811/F	Elton House, Sir George's Lane, Adderbury, Single storey extension and internal and external alterations to an existing garage to form ancillary living accommodation to the main house
25/01456/TCA	Church View, 10 Dog Close, Adderbury, Tree works
25/01457/TCA	The Rookery, High Street, Adderbury Tree works

Resolved that, it be noted and approved that, objections have been made by the Parish Council in respect of the following planning applications/works to trees: None

Resolved that, it be noted that the Parish Council was considering the following planning applications:
 25/01566/F 41 Twyford Road, Adderbury
 Single storey side extension

- 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) Adderbury Neighbourhood Plan (ANP) – Councillor Mark Gerold advised that there had been a meeting of the Working Group, which included two residents who were experienced architects. The Group had been engaging with AECOM, who were completing the technical packages for the Plan, including the SEA.

There was a discussion regarding the decision by the Government to withdraw grant funding for Parish Councils to develop and review their Neighbourhood Plans and how that decision impacted the Parish Council.

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Therefore, it was acknowledged that if the Parish Council wanted to carry on and review its current Plan, then it would have to fund the project with its own budgets.

There was also a discussion about the lack of the five year land supply in Cherwell and the impact on the rural areas due to speculative developers.

There were further meetings of the Working Group arranged for July and August 2025.

Resolved that:

- 1) contact be made the Sean Woodcock MP to establish when he held his surgeries in the area to enable the Parish Council to speak to him about the withdrawal of the Neighbour Planning grant funding; **Action TG**
- 2) contact be made with Oxfordshire Association of Local Council and the Oxfordshire Neighbourhood Plan Alliance to establish how they are addressing the issue of the withdrawal of Neighbourhood Planning funding; and **Action TG/MG**
- 3) contact be made with Chris Cherry to establish if there is any funding available at Cherwell District Council. **Action MG**

25/25 Village Matters

- i) Flooding – The Chairman reported that the grant application submitted to Oxfordshire County Council to implement flood alleviation measures had been successful. There were five elements which would be progressed and advice was being sought from the Environment Agency(EA) on each element. It was noted that a number need agreement from the EA and property owners.

Resolved that the report be noted.

- ii) FOCAL – Prior to the meeting, Councillor Jacky Atkinson had circulated a report on the work of FOCAL. Councillor Atkinson reported that FOCAL was desperate for new Committee members and volunteers to run fundraising events.

On 16 August 2025, it was the 25th anniversary of the Library being opened in Church House and events were being held on the day, to mark the occasion.

Resolved that the report be noted.

- iii) Community and Sports Centre, Milton Road – The Chairman reported that there had been a further meeting with Cherwell District Council and a meeting was now required with Ian Boll to progress the project to the next stage.

Resolved that the report be noted.

- iv) Dog Waste Bin on John Harper Road, Adderbury – The Parish Council considered a request for a new dog waste bin to be installed on John Harper Road. Bloor Homes had agreed to cover the cost of purchase and installation of the new dog waste bin, if the Parish Council agreed to cover the cost of it being emptied.

Resolved that a new dog waste bin be installed on John Harper Road, in the vicinity of the play area and the Parish Council will cover the cost of the bin being emptied by Cherwell District Council. **Action TG**

- v) Boundary Fencing at The Leys – The Parish Council discussed the boundary fencing along the disused railway track and The Leys. Councillor Gerold was delegated to follow up on this matter.

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

- vi) Hedge on Tarvers Way – The Parish Council discussed the trees/vegetation/hedge which may need cutting back along the boundary with Tarvers Way.

Resolved that the resident of 27 Tarvers Way be given permission to cut back to the border, the tree which is overhanging the boundary onto his property. **Action TG**

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- vii) Grass cutting – The Parish Council discussed the grass cutting in the village and areas which needed to be monitored. The Chairman reported that there were a few issues in the amenity areas and these had been reported to Thomas Fox Landscaping.

Resolved that the report be noted.

- viii) Part-Night Lighting – The Parish Council considered the County Council's public consultation on part-night lighting.

Resolved that Parish Council does not support part-night lighting in Adderbury. **Action TG**

- ix) A4260 corridor & Adjacent Roads (Kidlington to Banbury) – The Parish Council discussed the County Council's public consultation on proposed speed limit changes.

Resolved that the Parish Council supports the proposals for speed limits changes. **Action TG**

26/25 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 he had received one quote which he would forward to the Clerk and Chairman. He had also approached other companies and was waiting for them to get back to him.

The Clerk and Chairman would also try and obtain some quotes. **Action DB/TG**

- Play area inspection at the Lucy Plackett Playing Field – Councillor Simon Davies reported that two bolts were missing from the back boards behind the basketball hoop in the MUGA. Paul Lester would be asked to complete the work. **Action TG**
- Adderbury Lakes – The Chairman reported there were no issues at Adderbury Lakes and the work to the wall was continuing. Councillor Jacky Atkinson reported that visitors to the Lakes were causing parking issues in Lake Walk.
- Walled Garden Allotments – Councillor Rachel Moffat reported that there were no issues at the Walled Garden Allotments and inspections were continuing.

The tenant of plot 13 was having issues keeping on top of the plot and the tenant of plot 10a was assisting. If the tenant of plot 10a wished to take over the tenancy of plot 13, there was no issues with him doing this.

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**

27/25 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 24 June 2025 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 May 2025 and the Unity Trust bank statements for May 2025.

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- ii) Budget Monitoring 2025/2026 – Prior to the meeting, the Parish Council received budget monitoring report for 2025/2026.

Resolved that the report be noted.

- iii) General, Ring-Fenced and Ear-Marked Reserves 2025/2026 – Prior to the meeting, the general, ring-fenced and ear-marked reserves had been circulated to the Parish Council.

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

28/25 Correspondence – There was no further correspondence.

THE LUCY JANE PLACKETT CHARITY

(One Item)

29/25 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 30/25 & 31/25 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

30/25 Lucy Plackett Activity Centre – The Parish Council considered a quote for maintenance work at the Lucy Plackett Activity Centre.

Resolved that the quote from Alan Bower be accepted. **Action TG**

31/25 Track to the Railway Embankment – The Parish Council received an update on the legal work in respect of this matter.

Resolved that the report be noted.

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

32/25 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:

- 29 July 2025
- 9 September 2025
- 21 October 2025
- 25 November 2025

33/25 Items for the Next Agenda

- Community Emergency Plan
- Section 106 funds
- Traffic Issues on through the village including Cross Hill Road
- Boundary Fencing at The Leys

(Meeting closed at 9.35pm)

Chairman – 29 July 2025