ADDERBURY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 27 OCTOBER 2026 AT 7.30PM AT CHURCH HOUSE, HIGH STREET, ADDERBURY

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

ALSO IN ATTENDANCE: Theresa Goss, Clerk & Responsible Financial Officer, County/District Councillor David Hingley, District Councillor Rob Pattenden, Melissa Zuydam Chairman of the Traffic Calming Working Group and six members of the public.

72/26 Apologies – Councillor Oliver Ighani submitted his apologies because he was on holiday.

Resolved that the apologies from Councillor Oliver Ighani be accepted and the absence be authorised.

73/26 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.

74/26 Minutes – Prior to the meeting, the minutes of the meeting held on 15 September 2026 had been circulated to the Parish Council.

There were no matters arising.

Resolved that the minutes of the meeting held on 15 September 2026 be approved and signed by the Chairman.

75/26 Chairman's Announcements

- Grass Cutting – Chairman recommended that the Milton Road field not be cut again this season and there be only one more cut of the Lucy Plackett Playing Field. Also in 2027, the Football Club be asked to contribute to the cost of the grass cutting. It was agreed that this be progressed and a meeting be arranged with Adderbury Park Football Club. **Action TG**

76/26 Open Forum – A resident reported that the bridge between St Mary's Church and Dog Close had still not been repaired and unsightly fluorescent barriers were continuing to be propped up around the structure. The Chairman reported that she would be following this up with the County Council and would be contacting County Council officers the following day. County Councillor David Hingley reported that he was also following up the matter and officers were working on it.

The Chairman also reported that the County Council was replacing the bridge over Sor Brook by The Mill and work would be completed by the end of the following week,

A resident asked whether flooding issues were being considered as part of draft Neighbourhood Plan, now that comments had been received by the Parish Council, following the Regulation 14 consultation.

The Chairman advised that the next stage of the process was the Regulation 16 consultation, carried out by Cherwell District Council. Amendments had been made to the Plan following comments on flooding issues and suitable wording, including references to the updated Section 19 Flood Mitigation Report, had been included.

The Chairman also advised that the updated Section 19 report was available on the Parish Council's website and it listed the flood mitigation items which had been completed since the publication of the original report.

(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)

77/26 Reports from Oxfordshire County Councillor and Cherwell District Councillors – County/District Councillor David Hingley reported that the County and District Councils were continuing to wait to receive guidance from the Government about the Local Government Review, which was currently paused. It was hoped there would be an announcement soon, including references to Regional Bodies and Mayoral Elections.

Councillor Hingley also reported that the Inspector's examination of Cherwell District Council's Local Plan had been scheduled for January/February 2027, the Bloxham Neighbourhood Plan had been approved by Cherwell District Council on 19 October 2026 and now carried full weight in terms of planning policy and Cherwell District Council had ruled out overnight carparking charges in Banbury.

The County Council was completing a review of the 20mph speed restrictions and the deadline for comments was the end of November 2026. There was also a County Council consultation on the county bus services.

Following the collapse of a building in Cherwell Street, Banbury, the road was still closed whilst investigations were being undertaken.

Councillor Hingley also indicated that he was minded to allocate some of his Councillor Priority Fund to the Parish Council's project for new swings in The Rise. He would make contact with the Clerk in due course.

Resolved that the report be noted.

78/26 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:

26/02037/F & 26/02038/LB	Placketts, High Street, Adderbury Single storey extension to the main house, demolition of the existing two storey extension, installation of new doors and windows and associated alterations (Amendments to previously approved Planning Permission 25/01602/F to add a conservation rooflight and make fenestration changes to facilitate revised internal layouts)
26/02226/TCA	3 Church Close, Adderbury Tree works
26/02108/CLUE	Land East Of, The Leys, Adderbury Application for Certificate of Lawful Development to confirm that a 'Commencement of Development' relating to approved development under Application No.: 21/03759/F has lawfully commenced
26/02040/F	Springfields, Horn Hill Road, Adderbury Replacement of roof, installation of new windows, construction of a new parapet with coping stone, installation of a rooflight and installation of a new door
26/02209/F	Easton House, Manor Road, Adderbury Demolition of existing conservatory and erection of a two storey side/rear extension
26/02375/DISC	Quarry Farm, Agricultural Building, Oxford Road, Adderbury Discharge of Conditions 2 (biodiversity method statement), 3 (landscaping scheme) and 5 (external lighting) of 25/03244/F
26/02356/TCA	Candleford Home Farm Court, Adderbury Tree works
26/02373/F & 26/02374/LB	The Red Lion, The Green, Adderbury Replacement and re-location of the existing cellar-cooling condenser unit to the rear of public house

26/02437/DISC & 26/02438/DISC	Cross Hill House, Cross Hill Road, Adderbury Discharge of Conditions 4 (glasshouse details and materials), 6 (specification of works for potting shed and glasshouse), and 7 (Method Statement for wall repairs) of 3/01268/F & 23/01260/LB
26/02390/TCA	Home Farm House, Manor Road, Adderbury Tree works
26/02428/F	Adderbury Bowls Club, Oxford Road, Adderbury Retrospective removal of two changing room sheds and erection of a timber-framed changing room building
26/02533/TCA	Holly House, Manor Road, Adderbury Crown reduce by 2m to maintain suitable tree size for its location

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:

26/02513/TCA	20 Lake Walk, Adderbury Tree works

Resolved that, it be noted and approved that, the Parish Council is considering the following applications:

26/02649/DISC	Sydenham Farm, Aynho Road, Adderbury Discharge of Condition 4 (CEMP) of 25/01354/F
26/02680/F	Sidelands, Oxford Road, Adderbury Demolition of existing outbuildings, erection of replacement garage building, conversion and extension of existing outbuilding for ancillary residential accommodation, construction of swimming pool and plant building, associated landscaping works and change of use of land to residential use
26/01259/REM	Land North East Of Oxford Road West Of Oxford Canal And East Of Bankside, Banbury Approval of reserved matters associated with planning permission ref. 19/01047/OUT dated 06 March 2025 (amended by planning permission ref. 25/02738/F dated 16 January 2026) for the construction of a spine road with associated drainage infrastructure, including sustainable drainage systems, pumping stations, and ancillary utilities to support the wider comprehensive development of the site.
26/02674/CLUP	Nell Bridge House Farm, Farmhouse, Aynho Road, Adderbury Certificate of Lawfulness of Proposed Development for replacement single and double glazed units throughout farmhouse dwelling, including porch entrance. Remove old casement wooden windows and porch door/glazed units. Fit flush/lipped wood-grain effect uPVC, matching existing units as closely as possible
26/02639/TCA	4 Oxford Road, 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) Adderbury Neighbourhood Plan (ANP) – Councillor Mark Gerold reported that the intention of the Working Group had been to submit to this Parish Council meeting, the amended draft Plan, following the Regulation 14 consultation. However, comments on the draft Plan had only recently been received from the Parish Council's consultant and the Working Group required further time to consider the comments.

It was hoped that the draft Plan would now be considered by the Parish Council at its next meeting on 24 November 2026. Once it was approved, the draft Plan would be submitted to Cherwell District Council and then its Regulation 16 consultation would commence.

Resolved that the report be noted.

79/26 Village Matters

i) Flooding – The Chairman provided an update on the flooding project, as follows:

Partridge Court - In September 2026, the Parish Council received a report that further discussions on the drainage under the car park at Partridge Court were ongoing. The Parish Council and County Council had also discussed potential work in the area of Round Close Road east of Tanner's Lane, but the County Council was waiting to review the effects of earlier improvements before any decisions were made.

Sor Brook - In October 2026, the planned work on the Sor Brook had been completed. This involved clearing debris from the brook downstream of the Dog Close bridge. This was the final part of clearance work in the Sor Brook and followed the replacement fencing further downstream near The Mill, earlier this year. The Parish Council reminded all riparian owners that they needed to keep their section of the banks clear of obstructions, especially as we moved into the winter months with higher water levels.

The Mill Stream - The concrete barrier which had been restricting the spillway exiting the Mill Stream had been reduced, allowing the water to enter the exit pipe more readily. Work to repair parts of The Mill Stream bank were planned and this would be completed in the next few weeks. The contractors were also able to complete some investigations of the old route under The Mill, which had been blocked off for many years and the Parish Council thanked the owner of The Mill for his co-operation in this matter. The Parish Council had received confirmation from the County Council as Local Lead Flood Authority, that Adderbury was being considered as one of the locations for a Natural Flood Mitigation study. Nothing had yet been agreed, but the study would look at the potential for flood mitigation actions upstream of the village.

Lucy Plackett Playing Field - The contractors had started replacing the large pipe across the Lucy Plackett Playing Field, which took surface water from this area of the village. This had been delayed due to availability of materials as the pipes were sourced in Northern Ireland. As the weather had deteriorated, this might take longer than expected in order to avoid damaging the field in poor conditions, but it would be completed as soon as the weather allowed. It was hoped work would start on Thursday 29 October 2026.

Funding - The County Council had provided funding for all of the projects and the Section 19 report had also been updated and was available on the Parish Council's website.

Resolved that the report be noted.

ii) FOCAL – Prior to the meeting, Councillor Jacky Atkinson had circulated a report on the work of FOCAL.

Resolved that the report be noted.

iii) Community and Sports Centre, Milton Road – The Chairman reported that the planning application to reduce the building had been approved and grants would again be investigated.

Prior to the Parish Council meeting, District Councillors David Hingley and Rob Pattenden had a meeting with the Parish Council to discuss the project and would be arranging a meeting with Cherwell District Council officers.

Resolved that the report be noted.

iv) Adderbury Parish Institute – Prior to the meeting, Councillor Rachel Moffat had circulated photographs of the work which had been carried out at the Parish Institute.

The Chairman reported that David Griffiths had resigned as the Parish Council's Trustee and another needed to be appointed.

Resolved that the report be noted and the photographs be published on the Parish Council's website. **Action TG/RM**

v) Bus Services – The Parish Council discussed the County Council's consultation on bus services.

Fiona Gow, the Parish Council's representative on the County Council's Parish Transport Group reported that there were a drop-in events relating to the County Council's consultation on bus services. Fiona offered to display the adverts at the bus stops in the village and the Clerk would advertise the event on-line.

Resolved that the report be noted.

vi) Village Parking – The Parish Council discussed a complaint which had been received regarding the parking issues in the village, around the area of Chapel Lane, Croft Lane and High Street, Adderbury.

The Chairman reminded the Parish Council that around 2 years ago, at the request of residents, the Councillors had worked with the County Council's Highways Officers to introduce parking restrictions in those areas of the village to try and address the problems with parking.

The Parish Council and County Council officers had put a lot of time into the exercise and the consultation process had cost circa £2000 (which was a halved figure because it was split with Bloxham Parish Council and their own consultation exercise). However, when the plans were finalised, many residents attended the Parish Council meeting and withdrew their support.

Therefore, if the Parish Council undertook the exercise again, the full cost of the consultation would be £4000. However following a discussion, Councillors could not be sure that residents would support the proposals, given the situation which occurred previously.

If the previous plans had been approved, the proposed parking bays were only intended to be short stay and would have alleviated the problem of drivers from outside of the area, parking their cars in the village all day, which exasperated the problem.

In addition, the Parish Council had highlighted to the County Council, that the new Pilates Studio in the former Methodist Church would add to the parking issues in the village, but these concerns were dismissed by the Highways Officers.

Resolved that the complaint be noted and the situation be kept under review.

vii) Day of Dance 2027 – The Parish Council discussed supporting the Day of Dance for 2027.

Resolved that the Parish Council will cover the cost of the Road Closure for the event and also arrange a skip to be located on The Green. **Action TG**

viii) Crocuses for Polio – The Parish Council discussed a request from the Rotary Club to plant crocuses on the triangle of grass, adjacent to Colin Butler Green, at the entrance to Manor Road, Adderbury.

Resolved that permission be granted to plant crocuses on the triangle of grass, adjacent to Colin Butler Green, at the entrance to Manor Road, Adderbury. **Action TG**

80/26 Parish Council Matters

i) Traffic Calming Working Group – Prior to the meeting, the Chairman of the Traffic Calming Working Group had circulated the minutes of the meeting, held on 22 October 2026.

Resolved that:

1) the following feedback be submitted to Oxfordshire County Council in respect of their review of the 20mph speed restrictions:
Where the 20mph Speed Restrictions worked well:
   - Along the High Street past the shops the limit is being followed. This is due in part to the busy nature of the area and the numerous parked cars along the roadside.

- Rochester Way and Walton Avenue it is also working well. Similar reasons, residential area makes sense to drive carefully.
- Aynho Road – this was successful, partly due to the SID's which are well placed, one located after the Primary School on the outgoing route and two on the incoming route, which benefit from the repetition.

Where the 20mph Speed Restrictions did not work well:

- Twyford Road – edge of village with fields on one side makes it feel more like a 30mph road.
- Cross Hill Road/Horn Hill Road – very high offending rates (40%) recorded by the Community Speedwatch Team. Both have downhill road sections which add gravitational pull, making speeding up hard to resist. A long stretch of straight road is more likely to encourage speeding.
- All areas at night - drivers are far less likely to take note of the speed limit.

2) the 20mph speed restrictions be extended to include the whole of the A4260 from the entrance to village from the Banbury side, through to the exit of the village centre at Duchess Bridge; reasons for this: a very busy area passed the Institute and the Green with lots of pedestrians, busy area through traffic lights at junction with Aynho Road, and very busy passing the school with two entrances on the Banbury road and potential for children to step into road;

3) subject to permission from Thames Valley Polie, two 'Cut Out Cops'' be purchased for locating on the Oxford Road and Twyford Road at a cost of £171.00;

4) subject to consultation and permission from Oxfordshire County Council and finalised costings, the Parish Council agrees in principle to progress with purchasing village gateways for the Duchess Bridge on the A4260 Oxford Road and if the extension to the 20mph speed restrictions is agreed, a corresponding speed sign be purchased with the village name incorporated and message 'Please Drive Carefully'. It be noted that the cost will be in excessive of £1000; and

5) Westcotec be requested to relocate the VAS on Berry Hill Road from its current site next to the chicane to the nearest 30mph sign (approx. 80m further in along Berry Hill Road) and to also repair the broken VAS on Milton Rd at the Oak Tree junction.

ii) Health and Safety – The Parish Council considered several health and safety inspections.

- Play area inspection at The Rise – Councillors Simon Davies reported that there were no issues at The Rise. Councillor Rachel Moffat to progress supplying a padlock for the gate on the play area.

- Play area inspection at the Lucy Plackett Playing Field – Councillor Simon Davies reported that there were no issues at the Lucy Plackett play area.

- Adderbury Lakes – Councillor Rachel Moffat reported that there were no issues at Adderbury Lakes.

- Walled Garden Allotments – Councillor Rachel Moffat reported that there were no issues at the Walled Garden Allotments.

- Adderbury Cemetery – Councillor Joel Greenberg reported that there were no issues at Adderbury Cemetery.

- Railway Parapet – Councillor Rachel Moffat reported that there were no issues at railway parapet.

Resolved that the reports be noted.

iii) 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**

81/26 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 27 October 2026 be noted; and
3) it be noted that Councillor Rachel Moffat, as Councillor for monitoring the Parish Council's internal controls, had signed the uncashed payments list, the uncashed receipts list, the bank reconciliation as at 30 September 2026 and the Unity Trust bank statements for September 2026.

ii) Budget Monitoring 2026/2027 – Prior to the meeting, the Parish Council received budget monitoring report for 2026/2027.

Resolved that the report be noted.

iii) General, Ring-Fenced and Ear-Marked Reserves – The Parish Council discussed the Parish Council's Reserves.

Resolved that the General, Ring-Fenced and Ear-Marked Reserves be approved.

iv) Members Allowances Scheme 2026/2027 – The Parish Council considered the report of Cherwell District Council's, Parish Remuneration Panel.

Resolved that:

1) the report be noted;
2) no allowances be paid to the Chairman or Councillors; and
3) travel and subsistence be paid to Councillors when on Parish Council business, in accordance with the Scheme, on the production of receipts.

82/26 Correspondence – There was no further correspondence.

THE LUCY JANE PLACKETT CHARITY

(One item)

83/26 Lucy Plackett Playing Field – The Parish Council discussed the Conditions of Hire for the Lucy Plackett Playing Field.

Resolved that the Conditions of Hire be noted.

84/26 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 85/26 & 86/26 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

85/26 Play Area Inspections – The Parish Council discussed a quote from Playgrounds Supplies for monthly inspections on the play equipment at The Rise and Lucy Plackett Playing Field.

Resolved that the quote of £95 plus VAT, from Playgrounds Supplies Ltd be accepted. **Action TG**

86/26 Quotes for Swings at The Rise – The Clerk reported that so far, £4,000 had now been sourced through grant funding for the replacement swings. Banbury Charities and Adderbury Feoffees had both kindly allocated £2,000 each towards the project. County Councillor David Hingley had also agreed to make a donation to the project from his County Councillor Priority Fund and would liaise with the Clerk.

The Clerk had obtained further two quotes from Wicksteed Leisure Ltd and these would be considered at the next meeting, when the grant funding was in place.

Resolved that this matter be deferred to a future meeting of the Parish Council. **Action TG**

ADDERBURY PARISH COUNCIL

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

87/26 **Meeting Dates –** The Chairman reported that Parish Council meetings would be held in Church House, High Street, Adderbury.

- 27 October 2026
- 24 November 2026
- 12 January 2027
- 23 February 2027
- 30 March 2027

88/26 **Items for the Next Agenda**

- Quotes for Swings at The Rise
- Parish Council Trustee for Adderbury Institute

(Meeting closed at 9.30pm)

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Chairman – 24 November 2026