

ADDERBURY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 30 JUNE 2026 AT 7.30PM AT CHURCH HOUSE, HIGH STREET, ADDERBURY

PRESENT: Councillor Diane Bratt, Chairman: Councillors Simon Davies, Joel Greenberg, Oliver Ighani and Rachel Moffat.

ALSO IN ATTENDANCE: Theresa Goss, Clerk & Responsible Financial Officer, County/District Councillor David Hingley, District Councillor Rob Pattenden and five members of the public.

18/26 Apologies – Councillor Jacky Atkinson submitted her apologies because she was on holiday

Councillor Mark Gerold submitted his apologies because he was on holiday.

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

Resolved that the apologies from Councillors Jacky Atkinson, Mark Gerold and Sue Jelfs be accepted and the absences be authorised.

19/26 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.

20/26 Minutes – Prior to the meeting, the minutes of the meeting held on 19 May 2026 had been circulated to the Parish Council.

There were no matters arising.

Resolved that the minutes of the meeting held on 19 May 2026 be approved and signed by the Chairman.

21/26 Chairman's Announcements

- Vandalism at the Lucy Plackett Playing Field – There had been vandalism at the Lucy Plackett Playing Field last week and there was damage to the play equipment, including the 'bucket swing' by the MUGA and it now needed to be replaced. The Football Club had tidied up some of the mess and litter and had disposed of it. Cherwell District Council had also helped with the clear up of the play area. Some of the litter had come from the bags of rubbish which had been left behind the Pavilion building, but this had now been removed.

The new Chairman at Adderbury Parks FC was Matt Riley and the Chairman of the Parish Council, was arranging a meeting with him to discuss the proposed works to the pipe which ran underneath the playing field. Councillors Simon Davies and Oliver Ighani also agreed to attend the meeting. **Action TG/DB**

The Football Club was arranging a fundraising football match on Sunday 5 July 2026 and the Parish Council gave its permission for the event to go ahead.

- Parish Institute – The repairs to the Parish Institute were still being progressed by the Management Committee. The water ingress appeared to be due to a faulty box gutter on side of the building by the main road. The investigation work could be expensive because scaffolding would need to be erected at the side of the Institute which would possibly involve traffic management on the A4260.

However, it had been suggested that a drone could be used to complete the investigation work and quotes were being obtained. When the work started, it was likely that scaffolding and traffic management would be required, however this would be discussed and costed once more information had been obtained.

22/26 Open Forum – A resident from Berryhill Road addressed the Parish Council with regard to footpath which should have been erected on Berryhill Road by Hayfield Homes, prior to the first occupation of the houses on

ADDERBURY PARISH COUNCIL

the development. The resident gave an example of a near-miss accident involving a mother with a child in a pram, who had been walking along the grass verge.

District Councillor Rob Pattenden reported that he had spoken to Jamie Halleron-Kerr in the Enforcement Team at Cherwell District Council (CDC) and Hayfield Homes were in breach of their Section 106 agreement. As this was a highways issue, the matter had to be dealt with by the County Council, not Cherwell District Council.

County Councillor David Hingley reported that he would follow this up with the County Council's highways officers and feedback to the Parish Council. **Action DH**

District Councillor Rob Pattenden reported that he would contact Jamie Halleron-Kerr again and request information on the timescales regarding the issues CDC had control over, including the landscaping and play area and feedback to the Parish Council. **Action RP**

Mark Long from Mark David Estate Agents addressed the Parish Council with regard to the siting of 'for sale' and 'sold' advertising boards. He advised the Council on the positive financial impact on the local economy, which was generated from the boards, which contributed to the employment of local people and contributions to local charities. Mr Long confirmed that he was aware of the law relating to the siting of estate agents advertising boards, but hoped he could reach a compromise with the Parish Council over the matter.

The residents and members of the public were thanked for addressing the Parish Council.

(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)

23/26 Reports from Oxfordshire County Councillor and Cherwell District Councillors – Prior to the meeting, County/District Councillor David Hingley had circulated a report to the Parish Council.

District Councillor Rob Pattenden reported that he had been received a response from Environment Agency with regard to the sewage discharges into Bloxham Brook and was awaiting a further update. He would also be attending the tour of the Bloxham Treatment Works on 29 July 2026.

The sale of Bodicote House was progressing but was yet to be completed.

The Government had advised CDC the previous Friday, that the military site outside Bicester, near to Piddington, would be utilised to re-home 1200 male asylum seekers. It was referred to as 'Site A' and CDC only became aware of the decision when the Government issued a public announcement and currently had no further details to share with the community.

The Chairman asked Councillor Pattenden for his support with the Neighbourhood Plan. CDC had submitted its comments as part of the Regulation 14 consultation, but the Steering Group did not agree with some of them, especially in relation to the Section 106 agreement. A meeting would be arranged with Chris Cherry to discuss this further. County Councillor David Hingley confirmed that the County Council had submitted its response to the Adderbury Neighbourhood Plan.

The Chairman also requested support in respect of the amended planning application for the Community and Sports Centre, which had still not been determined by Cherwell District Council. The project had been in progress for circa 10 years and the Parish Council felt that the planning officers were not helping to move the project forward.

County/District Councillor David Hingley reported that a decision on the Local Government reorganisation would be published in the next two to three weeks. However, now a new Prime Minister would be in place imminently, it was unclear whether this would have an impact.

The County Council had secured a High Court Injunction which now meant that attaching or raising flags on public property such as street lighting columns, was no longer permitted.

The County Council was also introducing a Quiet Lanes Policy, but the proposal did not apply to any roads in Adderbury.

ADDERBURY PARISH COUNCIL

The road works in Cherwell Street, Banbury, were due to be completed by the end of July 2026 and gully emptying would be completed in Adderbury during August 2026.

The County Council was also promoting a 'Warm Homes Grant' for low income families and the Clerk agreed to publish details on the Parish Council's Facebook page. It would also be included in the next edition on Contact. **Action TG/RM**

Resolved that the report be noted.

24/26 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:

- | | |
|--------------|---|
| 26/00924/LB | 2 Manor Road, Adderbury
Replacement of existing cloakroom window, rear door and kitchen French doors |
| 26/01133/TCA | Tinkers Corner 2, The Leys, Adderbury
T1 Portuguese Laurel - Fell and remove from site |
| 26/01011/TPO | Janet Blunt House, Greenhill, Twyford
T1 – London Plane - Remove the two lowest branches back to the main stem, reduce the lower canopy by approximately 2–3 metres - subject to TPO 15/2016; T2 – Cherry – Fell due to its significant lean and the presence of a cavity/damage at the base - subject to TPO 29A/89 |
| 26/01090/F | Rawlins House, The Green, Adderbury
Alterations to the driveway and front entrance area of the property and formation of associated hardstanding |
| 26/01213/TCA | Sorbrook Manor, Cross Hill Road, 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:

- | | |
|------------|---|
| 26/00908/F | The Gables, The Green, Adderbury
Installation of 12x solar panels on the rear part of our south east facing roof. We will leave the first half of the front roof clear of panels so they are not visually obtrusive and do not cause harm to the neighbouring Listed buildings and conservation area |
| 26/00929/F | Shepherds Keep, Water Lane, Adderbury
Installation of a home electric vehicle charge point on the front west facing elevation of the lobby |

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

- | | |
|--------------|--|
| 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. |
| 26/01102/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 (as amended by planning permission Ref: 25/02738/F) in relation to Residential Parcel 1
(Phase 1) for 200 dwellings and associated access and drainage infrastructure. The |

ADDERBURY PARISH COUNCIL

application also seeks to discharge several planning conditions attached to the Outline

Approval (and amended under planning permission Ref: 25/02738/F): Condition 10 (Ground and Floor Levels); Condition 11 (Energy Statement); Condition 13 (Footpath/Cycle path Specification); Condition 16 (Phasing Plan); Condition 18 (Construction Environmental Management Plan); Condition 19 (Arboricultural Method Statement); Condition 21 (Surface Water Management Strategy); Condition 24 (Road and Parking Specification); Condition 26 (Archaeological Evaluation and Mitigation); and Condition 28 (Noise)

26/01442/LB

Beacon House, Horn Hill Road, Adderbury

Full fibre optic supply - Bring new cable from existing pole in line with existing BT cables to new fibre optic box on outside rear elevation, through wall to existing box

- 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) – The Chairman reported that the last response which had been received was from the County Council and the consultants ONH, would now be collating all the information ready for the next step of the process, which was the submission to Cherwell District Council.

The Chairman had produced an evidence paper to support the inclusion of funds for the Community and Sports Centre as part of a S106 agreement in respect of the preferred site. However, this agreement required further discussion with Christina Cherry at CDC.

ONH had suggested that the updated Plan could be approved at the Parish Council meeting on 28 July 2026 and then submitted to CDC for the Regulation 16 consultation.

However, the Steering Group was unsure whether the necessary work could be completed in such a short time. Therefore, an extraordinary meeting may need to be held in August 2026 or the Plan would be on the agenda for the meeting on 15 September 2026.

Resolved that the report be noted.

25/26 Village Matters

- i) Flooding – The Chairman reported that an updated Section 19 Report following the floods in the winter of 2024, had been published by the County Council and she had submitted her comments on this.

The grant from the County Council which had been secured in 2025/2026 would cover the work to Sor Brook and would start on 14 September 2026. The work would take two to three days and the delay with the start of the works was due to nesting season.

The work on Mill Stream involving the removal of concrete block on spillway and repairs on the embankment between the Church bridge and Water Lane, would commence in the middle of July 2026.

The Environment Agency needed to address a number of issues which were raised in the Section 19 report, but had so far, not done so.

The grant from the County Council which was secured for 2026/2027 was for at least £19,000 and would cover the cost of the work to replace the pipe underneath the Lucy Plackett Playing Field.

The owner of Eridge House had again been requested to give permission for the installation of a new investigation chamber on her property to enable the removal of the tree root which was blocking the water flow in the pipe underneath Eridge House, but no response had been received. If permission was granted, the grant from the County Council would cover the cost of the works. However, should

ADDERBURY PARISH COUNCIL

permission continue to be denied, and the works were required at a later date, grant funding would not be available.

The chamber at Partridge Court had been repaired and investigation work had been carried out underneath the building. The Chairman was currently trying to arrange a meeting with the manager of Partridge Court.

Resolved that the report be noted.

- ii) FOCAL – Councillor Rachel Moffat reported that there had been a ‘Meet the Author’ fundraising event but unfortunately, it had not been well attended. The next meeting of FOCAL was being held on Saturday 4 July 2026.

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 still not been determined by Cherwell District Council, but the decision notice should be published by 10 July 2026.

Once the application had been determined, grants applications would be submitted and fundraising events would be arranged.

Resolved that the report be noted.

- iv) Sewage Discharge – The Chairman reported that the tour of the Thames Water Treatment Works in Bloxham Sewage was being held on 29 July 2026. Any questions for Thames Water should be sent to the Clerk as soon as possible.

Resolved that the report be noted

- v) Estate Agents’ Advertising Boards – The Parish Council discussed the displaying of ‘for sale’ and ‘sold’ advertising boards in the village by Estate Agents.

Prior to the meeting, the Clerk had circulated information on the law relating to the where boards should be sited by Estate agents. Following a discussion, it was agreed that this matter would be discussed at the next meeting.

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

26/26 Parish Council Matters

- i) Health and Safety – The Parish Council considered several health and safety inspections.
- Play area inspection at The Rise – Quotes for the replacement swings would be discussed later in the meeting.
 - Play area inspection at the Lucy Plackett Playing Field – The seesaw had been vandalised and was beyond repair. Paul Lester would be asked to remove the item. **Action TG**
 - Adderbury Lakes – The Chairman reported there were no issues at the Lakes. A letter had been sent to the residents of 3 East End Lane to discuss their boundary line, which had been moved 1.5m onto land which formed part of Adderbury Lakes.
 - Walled Garden Allotments – The Chairman reported that there were no issues at the Walled Garden Allotments. Judging for the Millennium Cup 2026 had started and the tenant of allotment plot 1A would be contacted because work had not yet started on his plot this season. **Action TG**
 - Adderbury Cemetery – There were no issues at Adderbury Cemetery. Councillor Joel Greenberg was thanked for inspecting the Cemetery after each burial to ensure the site had been left tidy by the grave digger.

ADDERBURY PARISH COUNCIL

- Railway Parapet – There were currently no issues with the railway parapet.

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**

- iii) Adderbury Friends Meeting House – Prior to the meeting, the lease between the Parish Council and the Banbury and Evesham Quakers for the Adderbury Friends Meeting House, had been circulated to the Parish Council.

It was noted that the Banbury and Evesham Quakers were no longer holding their four meetings per year in the Meeting House.

Resolved that:

- 1) the report be noted;
- 2) the Banbury and Evesham Quakers be contacted to establish their future plans for the Meeting House; and
- 3) the lease be discussed at the next meeting.

Action TG

27/26 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 30 June 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 May 2026 and the Unity Trust bank statements for May 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 General, Ring-Fenced and Ear-Marked Reserves be approved.

27/26 Correspondence – The Clerk reported that a letter had been received from a developer asking if the Parish Council would like to sell its land in Adderbury Court. The Parish Council agreed that it did not wish to sell the land. In addition, it was highly probable that because the land was gifted to the Parish Council by The Crown, the sale of the land for development was prohibited.

THE LUCY JANE PLACKETT CHARITY

(No Items)

28/26 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 29/26, 30/26 & 31/26 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

ADDERBURY PARISH COUNCIL

29/26 Staffing Expenses – The Parish Council considered a revision to the Clerk's mileage reimbursement rate.

Resolved that the mileage rate for the Clerk's expenses be increased from 45p per mile to 55p per mile, back dated to 1 April 2026. **Action TG**

30/26 Quotes for Swings at The Rise – The Parish Council considered quotes from Kompany, Play dale and Wicksteed Leisure for repairs to the swings and replacement swings.

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

31/26 Friends Meeting House – The Parish Council considered a quote for works to both gable ends and both sides of the chimney at the Friends Meeting House.

Resolved that:

- 1) the quote from Cotswold Property Care be accepted; and **Action TG/DB**
- 2) £1000 be allocated from the Elections reserves and £1000 be allocated from the Future Projects budget line, to cover the cost of the works. **Action TG**

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

32/26 Meeting Dates – The Chairman reported that Parish Council meetings would be held in Church House, High Street, Adderbury.

- 28 July 2026
- 15 September 2026
- 27 October 2026
- 24 November 2026

33/26 Items for the Next Agenda

- Quotes for Play Equipment at The Rise
- Estate Agents Advertising Boards
- Friends Meeting House Lease

(Meeting closed at 9.30pm)

Chairman – 28 July 2026