

**APPLETON WITH EATON PARISH COUNCIL**

c/o 26 Eaton Village, Eaton, Oxfordshire OX13 5PR

E-mail: parishclerk.appletonwitheaton@gmail.com www.appleton-eaton.org

**Members of Appleton with Eaton Parish Council  
are summoned to the  
Parish Council Meeting  
Monday 9<sup>th</sup> September 2024  
at 7:15pm Village Hall**

**Members of the Public:** Members of the public are welcome to attend and may address the Council during the formal meeting under Public Participation. Under the Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

*Allison Leigh* – Parish Clerk

Wednesday, 4<sup>th</sup> September 2024

**AGENDA**

**NB: Members of the Public are invited to the meeting if they wish to speak in the public session or as observers.**

**24/81: Apologies for Absence:** Councillor Mary Carey (MC)

**24/82: Declarations of interest**

**24/83: Public questions and statements:** Time is available for the public to express a view or ask a question on relevant matters on the following agenda. The public are welcome to stay and observe the rest of the meeting. Members of the public wishing to speak should notify the Clerk in advance. Time given in total is 10 minutes.

**24/84: Reports from District and County Councillors**

**24/85: Minutes of the last meeting:** To approve and sign the [minutes of the Parish Council Meeting of 8<sup>th</sup> July 2024](#) as a true record

**24/86: Clerk's report:** To consider the Clerk's Report

**24/87: Finance:**

- a. **Finance Report:** To consider the finance report and authorise payments
- b. **Transfer to Unity Instant Access Account:** To consider a transfer of funds from the Current Account to the Unity Instant Access Account
- c. **External Audit 2023/2024:** To consider the report from the External Auditor
- d. **Cricket Club fees 24/25:** To agree the fees for Appleton Cricket Club for 2024/2025
- e. **Training Courses:** To consider the Clerk's attendance at the SLCC conference and other training courses
- f. **2025/2026 Budget items:** To note any items to be considered for the 25/26 budget
- g. **Direct Debits:** To confirm the following direct debits:
  - a. Scribe
  - b. EDF
  - c. Lloyds card
- h. **Insurance renewal:** To consider the insurance quotes

- i. **Oxfordshire Association of Local Councils (OALC) subscription:** To consider the increase of subscription for OALC for 2025/2026
- j. **EDF:** To consider the quote from EDF for the electricity at the Sportsfield
- k. **Donation Requests:**
  - a. Oxfordshire Motor Project
  - b. My Vision Oxfordshire
- l. **Recurring payments:** To consider the following recurring payments:
  - a. Dark White Digital – web hosting and WordPress updates (monthly)
  - b. Clerk salary (monthly)
  - c. Lebara – Council phone (monthly)
  - d. Mailchimp – shout outs (monthly)
  - e. External Auditor (annual)
  - f. Information Commissioner (annual)
  - g. Annual Subscriptions:
    - i. Oxfordshire Association of Local Councils (OALC)
    - ii. Society of Local Council Clerks (SLCC)

## **24/88: Planning:**

**Planning applications:** To consider the following planning applications

### [P24/V1825/DIS](#)

Otters Pool Millway Lane Appleton

Discharge of condition 4(Landscaping Scheme) on application P23/V1952/HH. (Demolition of existing single storey garage. Erection of two storey three bay garage with home office above).

### [P24/V1787/LDP](#)

Oakleigh Millway Lane Appleton

Single storey side extension and x2 single storey rear extensions.

### [P24/V1491/HH](#)

74 Eaton Road, Appleton

Erection of a 2.4 x 4.8 meter wood panelled shed on the front driveway

This application arrived in between meetings. The Council had no comments.

### [P24/V1133/N4B](#) and [24/1134/N4B](#)

Cheers Farm, Netherton Road, Appleton

Amendment: Additional parking and tracking plan

This application arrived in between meetings. The Council had no comments.

### [P24/V1719/S73](#)

Former Hills Nurseries, Netherton Road, Appleton OX13 5QN

Variation of condition 1 (approved plans) on application P22/V1570/FUL - internal and external alterations to Plot 2; addition of air source heat pumps, subterranean floor and reduced glazing

(Variation of condition 2 (approved plans) on application P16/V1986/FUL - to improve the design's ecological and social sustainability. Proposed conversion and redevelopment to provide 2 no. five bed dwellings with associated ancillary structure and provision of separate access arrangements.)

Comments due by 10<sup>th</sup> September.

**Planning Decisions:** To note the following planning decisions:

[P24/V1291/HH](#)

30 Eaton Road, Appleton, OX13 5JH  
Erection of a single storey front extension  
Permission granted

[P24/V1264/HH](#)

94 Netherton Road, Appleton OX13 5LA  
Two storey side and rear extension  
Permission granted

**Other:** To note the following:

Certificate of Lawful Development

[P24/V1635/LDP](#)

Oakleigh, Millway Lane, Appleton OX13 5LB  
No comments are called for.

**24/89: Traffic:** To consider making a request via Oxfordshire County Council's "Ask for Traffic Changes" site with regards to the following:

- Crossing on Netherton Road
- Moving of 30mph signs on Oaksmere

**24/90: Groundworks:** To consider the management of the remnant of the Great Green

**24/91: Oxfordshire Councils Charter:** To consider adoption of the Oxfordshire Councils Charter

**24/92: Working Groups:**

**a. Friends of Jubilee Park**

1. Minutes: To review the minutes
2. Terms of Reference: To consider the Terms of Reference
3. Membership: To note the members of the Friends of Jubilee Park

**b. Pavilion Working Group**

1. Terms of Reference: To consider the Terms of Reference
2. Membership: To note the members of the Pavilion Working Group
3. Update

**c. Flood Working Group**

1. Terms of Reference: To consider the Terms of Reference
2. Membership: To note the members of the Flood Working Group
3. Update

**d. Leisure and Recreation Working Group**

1. Terms of Reference: To consider the Terms of Reference
2. Membership: To note the members of the Leisure and Recreation Working Group
3. Update

**24/93: Meeting with MP:** To consider a meeting with the newly elected MP to discuss parish issues

**24/94: Publication and Correspondence:** To consider any publications and correspondence received

**NB: If you wish to have your correspondence considered at the meeting, please send it to the Clerk by 5pm on Thursday, 5<sup>th</sup> of September.**

**24/95: Website and Advertiser:** To consider any items to be put on the website and in the Advertiser

**24/96: Matters for report:** To raise matters for discussion without decision or items for the next meeting

- To have an update on the Baby and Toddler Group

**24/97: Date of the next meeting:** To confirm the date of the next meeting as the 14<sup>th</sup> October 2024 at 7:15pm in the Village Hall

*(i) Under Where a councillor or co-opted member has a disclosable pecuniary interest (of which they are aware) in any matter being considered, they must disclose that interest to the meeting. It is essential that councillors and co-opted members do this clearly, in order that the disclosure may be recorded*

*(ii) Members must disclose the interest at any meeting of the council at which they are present, where they have a disclosable interest in any matter being considered and where the matter is not a 'sensitive' interest. Following any disclosure of an interest not on the council's register or the subject of pending notification, members must notify the monitoring officer of the interest within 28 days beginning with the date of disclosure.*

*(iii) Unless dispensation has been granted, members may not participate in any discussion of, vote on, or discharge any function related to any matter in which they have a pecuniary interest as defined by regulations made by the Secretary of State. They must withdraw from the room when the meeting discusses and votes on the matter.*

*(iv) The national rules about disclosable pecuniary interests are set out in Chapter 7 of the Localism Act 2011 and in the secondary legislation made under the Act, particularly in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (S.I 2012/1464).*