



Appleford-on-Thames Parish Council

Councillors are summonsed to a Full Meeting of Appleford-on-Thames Parish Council on

**Thursday 8 October 2026
from 19:30 to 21:30 hrs in the Village Hall**

Councillors: Claire Rees (Chair), Manu Mavrikis, Louis Sharp, Victoria Shepherd

In attendance: Peter Stevens (County and District Councillor), Judy McCarthy (Clerk)

Members of the Public are cordially invited to attend

AGENDA

1. **Apologies for absence** – to receive apologies
2. **Requests for Dispensations, Declarations of interest, gifts and hospitality** – to receive any requests for Dispensations, Declarations of Interest from Councillors relating to items on the Agenda in accordance with the Council's code of conduct
3. **Minutes** – to confirm the Minutes of the Parish Council Meeting held on 10 September 2026
4. **Reports from the community and village organisations** – for information only
 - a. Appleford Community Project - Bonfire and Fireworks event
5. **Public participation** – to receive questions from members of the public relating to items on the Agenda in accordance with the Council's code of conduct and standing orders (no longer than 15 minutes)
6. **Reports from District and County Councillor** – for information only
7. **Update on progress from the previous Minutes** – the Clerk / Chair will report on progress of outstanding items which do not require further decision.
8. **Governance and Risk**
 - a. Current vacancy
 - i. to receive update on current vacancy – casual vacancy has been advertised, no demand to hold a by-election to the District Council
 - ii. to consider proceeding to co-option.
 - b. Policy and Procedures
 - i. IT and acceptable use policy – review and individual councillors to sign

- ii. Data Protection Policy, Website Privacy Policy, Fair Processing Notice (staff) - review
 - b. Risk
 - i. Tree surgery at recreation ground completed 22 Sep – note
 - ii. Maintenance of village hall slabbed area – consider emergency repairs
- 9. **Finance**
 - a. Summary financial reports – to receive the monitoring reports for information
 - i. Payments and Receipts to 30 September
 - b. Budget forecast for current financial year
 - i. Additional requirements for consideration
 - ii. Village Hall repairs/maintenance budget
 - c. Prepare budgeting items for next financial year 27/28
 - d. To consider proposed use of recreation ground football pitch Oct 2026 – May 2027
 - i. To consider proposal from Didcot Town Youth Club for hire of pitch and hall facilities for total cost of £1,000 per annum
 - ii. To consider request from Village Hall Management Committee to split income for hire of football pitch and hall facilities with £500 to Village Hall, £500 to Parish Council
 - e. Banking
 - i. To acknowledge scrutiny and acceptance of the previously circulated bank statement for month ending 30 September

Current account	£ 18,492.39
Instant access account	£ 20,555.64
 - f. Payments and Receipts
 - i. To consider invoices for payment. All invoices listed have been examined, verified and certified by the Clerk.

Total £	Payee	Net £	VAT £	Description
54.00	Gigaclear	45.00	9.00	Broadband at village hall 1-31 Oct (Direct debit)
26.00	Judith McCarthy, Clerk	-	-	Work from home allowance Oct
6.00	Judith McCarthy, Clerk	5.00	1.00	SIM expenses Oct
102.96	Pet Waste Solutions	85.80	17.16	Dog Waste collection Sep: Inv 68017
398.40	APC Garden Services Ltd	332.00	66.40	Work carried out Sep: Inv 07911
39.60	Starboard Systems Ltd	33.00	6.60	Scribe Monthly subscription Sep: Inv 22509
553.20	Judith McCarthy, Clerk	-	-	Clerk Salary Oct
204.00	Wallingford Glass & Glazing	170.00	34.00	Replacement glazing unit at Village Hall Inv J19526
3240.00	Ringrose Tree Services	£2700	540.00	Tree surgery recreation ground: Inv 15950

- ii. To note payments made since last meeting on 10 September 2026, authorised at the meeting or by pre-authorised payments schedule agreed in May.

Date	Total £	Payee	Net £	VAT £	Description
30.09.2026	26.00	J McCarthy	-	-	Work from home allowance Sep
30.09.2026	6.00	J McCarthy	5.00	1.00	SIM expenses Sep 26: GiffGaff inv 1788226078313
30.09.2026	637.70	J McCarthy	-	-	Salary Sep and backdated increase pay from 1 April
30.09.2026	7.00	Unity Trust Bank	-	-	Monthly bank charge September
21.09.2026	84.00	OALC	70.00	14.00	Councillor training: Inv 6487
21.09.2026	315.00	Moore	262.50	52.50	External Audit fee: Inv 339841
21.09.2026	102.96	Pet Waste Solutions	85.80	17.16	Waste collection Aug 26: Inv 66352
21.09.2026	173.70	Play Inspection Co. Ltd	144.75	28.95	Annual inspection recreation ground: Inv 89015
21.09.2026	398.40	APC Garden Svces Ltd	332.00	66.40	Work carried out August 26: Inv 07835
11.09.2026	54.00	Gigaclear	45.00	9.00	Broadband Village Hall 1-31 Oct 26: Direct Debit
02.09.2026	39.60	Starboard Systems Ltd	33.00	6.60	Scribe Monthly subscription: October: Inv 21522

- iii. To note receipts since last meeting

Date	Total	From	Purpose
30.09.2026	£100.54	Unity Trust Bank	Interest Jul-Sep 2026

- g. Quotes and other items for consideration:
- i.. Repairs to Zipwire – seat and chain test/tighten: Quote received: £878.10 + VAT
 - ii. to consider annual membership of Community First Oxfordshire - £55 (advice for community initiatives and village hall governance)

10. Training and Subscriptions

- a. NALC, OALC and SLCC – to consider any further training offered
- b. Training attended

- i. OALC: Councillor Fundamentals 1 Oct
 - c. Guidance distributed for information
 - Casual vacancy process for Parishes
- 11. **Planning and Environment**
 - a. Planning (See Planning Schedule for details)
Applications – to consider all recent Applications received from Vale of White Horse District Council, Oxfordshire County Council and any other Planning Applications submitted between the circulation of this Agenda and the meeting.
 - ii. Notices of Decisions – to note any notices of decision received.
 - iii. Responses to planning applications
 - iv. Notices received
 - e. Environment:
 - i. HIF1 Traffic
 - ii. District council - consultation on 20mph speed limit
 - iii. FCC composting facility – recent fire and effects on the community
 - iv. Fly tipping at the recreation ground
- 12. **Reports from Local Meetings** – to receive reports from any local meetings attended or site visits
 - i. FCC /Heidelberg Materials Liaison Meeting - 14 September
- 14. **Attendance at Local Meetings** – to consider attendance at any local meetings
 - i. to consider working with other local councils and communities to agree action against issues affecting the parish; smells, fires, noise, and planning issues
 - ii. agree future representation at FCC /Heidelberg Materials Liaison Meeting
- 15. **Correspondence** – to note correspondence received not otherwise on the agenda where decisions are not required.
- 16. **Items for information or next Agenda only** – all items for the next agenda to be submitted to the Clerk within 5 working days of next scheduled meeting.
- 17. **Date of next meeting: Thursday 11 November at 19.30 hrs in the Village Hall.**

Dated 5 October 2026

Judith McCarthy, Parish Clerk
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