



EYNSHAM PARISH COUNCIL

Annual Parish Council Meeting
in the Bartholomew Room at 7.30pm
on Tuesday 1 May 2018

MINUTES

Councillors Present - Cllr G Beach (Chairman), Cllr R Andrews, Cllr J Baldwin, Cllr A Bickley, Cllr S Brown, Cllr P Crowley, Cllr P Emery, Cllr N Relph, Cllr C Rylett, Cllr D Stukenbroeker and Cllr M Zumbuhl.

Also in Attendance – Clerk to the Council, County Councillor Mathew and 3 members of the public.

18/67 Election of Chair – Cllr Beach was elected as Chair for the year 2018/19. The Acceptance of Office was signed and witnessed.

18/68 Election of Vice-Chair – Cllr Emery was elected as Vice-Chair for the year 2018/19.

18/69 To receive apologies for absence – Cllr K Crowe, Cllr A Mosson, Cllr S Osborne and Cllr R Macken.

18/70 To confirm the minutes of Council meeting of 3 April 2018 – It was **RESOLVED** that the minutes were signed as a true record.

18/71 To confirm the minutes of the Planning Committee of 3 April – It was **RESOLVED** that the minutes were signed as a true record and recommendations contained therein were approved.

18/72 Register of Members' Interests – to receive any updates to members' Register of Interests.
– Updated Register of Members' Interests forms were received prior to the meeting. No interests were declared during the meeting.

18/73 Public Participation – County Cllr Mathew reported on current Oxfordshire County Council (OCC) matters. It was noted that OCC intends to clear dumped waste from a previous traveller encampment, as soon as the weather allows and the ground conditions improve. A resident queried when the Grants Policy is due to be considered (Finance & General Purpose Committee meeting on 29 May). Other residents present wished to discuss correspondence relating to use of The Square for political purposes (the issue will be discussed at the next Council meeting on 5 June).

18/74 To receive correspondence:-

- (a) Elsa Dawson – Labour Party Street Stall plus 5 supporting emails from other party members regarding use of The Square for political purposes. Review of the current policy is to be added to the June agenda.
- (b) Andy Goodwin – Presentation of a plan for tennis in Eynsham. Scheduled for the June PC meeting.
- (c) Peter Clark, Chief Exec, OCC – Town & Parish events to hear our priorities, plans and questions. Closest venue is Witney Corn Exchange, Tues 24 July, 1pm-4pm. Noted.
- (d) Leslie Gerrans – Resignation from keyholder role. Alice Davies is now the keyholder on a temporary basis.
- (e) Tower Mint Ltd – Royal Wedding commemorative medal for schools/Councils – Noted.
- (f) Email querying the availability of S106 funds for countryside access from the Chilbridge Road. It was agreed that the matter will be reviewed when relevant plans are submitted (it is not a matter for the current development site west of Thornbury Road).
- (g) Village Hall Management Committee – Community Day Sat 9 June – Cllr Stukenbroeker anticipates attending on behalf of the Council.

18/75 To consider the Clerk's Report and agree actions – The report was received and discussed. The Clerk advised that the Licencee has requested 3 months' notice (instead of 1 month) for the Licence to Occupy the Lock-Up to the rear of the Pavilion. It was **RESOLVED** to agree with the request.

The Clerk reported that in obtaining costings for refurbishment work to the verge at Dovehouse Close, she was advised that planning permission would be required and a water hydrant would need to be relocated. It was therefore **RESOLVED** that the fencing would be repaired (only) in its current position and that tree/vegetation maintenance will be undertaken at the end of the bird nesting season.

18/76 General Data Protection Regulations (GDPR):-

- (a) To receive an update on progress made so far – The Clerk previously circulated 2 NALC policy templates for consideration at the next Finance & GP Committee. An email footer in use by OCC is proposed for Councillor use.
- (b) To consider and approve a quote of £430 for website improvements to comply with GDPR requirements – It was **RESOLVED** to accept PumpkinPip's quote of £430.

18/77 To discuss any matters arising at the Annual Parish Meeting – No items raised.

18/78 Finance:-

- (a) To approve payment of accounts – It was **RESOLVED** to pay the accounts as presented.
- (b) To approve bank reconciliation – Bank reconciliation was considered and approved by Cllr Relph and Cllr Bickley.
- (c) To be advised of income and expenditure – Reports were reviewed.
- (d) To consider and approve the Internal Audit Report for financial year 2017/18 – It was **RESOLVED** that the Internal Audit Report is approved.
- (e) To consider and approve the Accounts for the financial year 2017/18 – It was **RESOLVED** that the Accounts for the financial year 2017/18 are approved.

18/79 Annual Governance and Accountability Return 2017/18 Part 3:-

- (a) To consider and approve Section 1 (Annual Governance Statement 2017/18) – It was **RESOLVED** that Section 1 of the Return is marked 'yes' and approved.
- (b) To consider and approve Section 2 (Accounting Statements) – It was **RESOLVED** that Section 2 of the Return is approved.

18/80 To resolve that the Council continues to be an eligible Parish Council for the purpose of completing any activity under The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 – The Clerk summarised the eligibility requirements. It was **RESOLVED that the Council continues to be an eligible Parish Council.**

18/81 Committees - To appoint members to Parish Council Committees.

- Senior – Cllr Beach, Cllr Emery, Cllr Andrews, Cllr Mosson, Cllr Osborne, Cllr Stukenbroeker
- Finance & General Purpose – Cllr Beach, Cllr Emery, Cllr Macken, Cllr Mosson, Cllr Relph, Cllr Stukenbroeker.
- Planning – Cllr Beach, Cllr Emery, Cllr Andrews, Cllr Baldwin, Cllr Bickley, Cllr Mosson, Cllr Relph, Cllr Stukenbroeker.
- Communications – Cllr Beach, Cllr Emery, Cllr Crowe, Cllr Crowley, Cllr Osborne, Cllr Stukenbroeker, Dr M Zumbuhl.
- Fishponds – Cllr Beach, Cllr Emery, Cllr Baldwin, Cllr Bickley, Cllr Brown, Cllr Osborne, Cllr Rylett.
- Footpaths – Cllr Beach, Cllr Emery, Cllr Bickley, Cllr Brown, Cllr Osborne, Cllr Relph, Dr Zumbuhl.
- Play Areas – Cllr Beach, Cllr Emery, Cllr Bickley, Cllr Brown, Cllr Crowe, Cllr Macken, Cllr Osborne, Cllr Rylett, Dr Zumbuhl.
- Traffic Advisory – Cllr Beach, Cllr Emery, Cllr Andrews, Cllr Crowley, Cllr Osborne, Cllr Stukenbroeker.
- Traffic Advisory Sub-Committee – Cllr Beach, Cllr Emery, Cllr Baldwin, Cllr Crowley, Cllr Relph.
- Gravel & Minerals – No one assigned at the current time.

18/82 Appointment of Representatives to Outside Bodies

- Allotments (1 member) – Cllr Bickley.
- Oxfordshire Association of Local Councils (1 member) – Cllr Emery.
- Worton Farm Liaison (1 member) – Cllr Beach.
- Playing Fields Management Committee (2 members) – Cllr Brown and Cllr Osborne.
- Public Transport Representative – Cllr Stukenbroeker.
- Village Hall Management (2 members) – Cllr Crowley, Cllr Baldwin, Cllr Emery.
- Bartholomew Sports Hall Management Committee (1 member) – Cllr Crowley.
- Broadband Champion – Cllr Relph.
- Brize Norton Liaison Group – Cllr Beach.
- Playing Field Alarm Co-ordinator – Cllr Beach, Cllr Macken, Cllr Andrews.

18/83 To receive an update on the Eynsham Neighbourhood Plan and agree actions – It was noted that the Inspector's Fact Check Report is due imminently.

18/84 To note dates of the next Eynsham Parish Council meetings:-

- Footpaths Committee (Will Glanfield) – 15 May at 7.30pm.
- Finance & General Purposes Committee – 29 May at 7.30pm.
- Planning Committee (if required) – 5 June at 6.30pm.
- Parish Council Meeting – 5 June at 7.30pm.

Councillors and residents are to refer to the published meeting agendas for confirmed times.

The meeting closed at 8.45pm