



EYNSHAM PARISH COUNCIL

Amenities & Estates Committee Meeting
held at 7.30pm on Tuesday 9th April 2024
at Eynsham Village Hall

MINUTES

Councillors Present – Cllr Sue Osborne (Committee Chair), Cllr Ross Macken, Cllr Sue Brown.

Also in attendance – Deputy Clerk to the Council. There were no members of the public present.

24/AE12 To receive apologies for absence – Cllr Milly Chen.

Cllrs Beth Parlett, Cllr Ann Partlett and Cllr Carl Rylett not present.

24/AE13 To receive Declarations of Interest in agenda items – None.

24/AE14 Public Participation – None.

24/AE15 Art Trail Working Group - To consider setting up an 'Art Trail Working Group' and agree on actions. Members discussed the two informal meetings previously held, it was **RESOLVED** to set up the 'Art Trail Working Group' and for the Deputy Clerk to draw up Terms of Reference, a Project Management Plan and arrange a date for first formal meeting of working group. It was noted that members are Cllr Ross Macken, Cllr Sue Osborne, Cllr Ann Partlett, District Cllr Carl Rylett, District Cllr Andy Goodwin and other external representatives as and when required. All recommendations will be considered by the Amenities & Estates Committee.

24/AE16 Sign Posting – Updating Options

(a) To consider prohibiting metal detecting in green spaces and agree actions - Cllr Sue Osborne and Cllr Ross Macken reported witnessing individuals conducting metal detecting on council owned land. It was **RESOLVED** to prohibit this practice on all council owned land.

(b) To consider options for updating signage in all areas to read 'no metal detecting' and agree on actions – It was **RESOLVED** to update Council signage to include 'Metal Detecting is prohibited'.

24/AE17 Tree Maintenance - To consider quotes received for tree maintenance that was identified and recommended by qualified arboriculturists in 2023. The committee reviewed the quotation received and it was **RESOLVED** to complete the work listed with the exception of T606 Horse Chestnut Tree and to confirm location of T720/T721 and T771 update committee on MEWP cost. The Deputy Clerk raised caution at the legal implications regarding not undertaking work to T606.

24/AE18 Bus Shelter Cleaning – To consider quotes for bus shelter cleaning for Parish Council owned shelters and agree on actions. Committee members reviewed the quotation from The Shield Group for £274.60 and **RESOLVED** to appoint The Shield Group to complete work.

24/AE19 Dovehouse 'Come and Play' Project Working Group – Committee to agree Councillors for appointment to working group and agree actions. It was **RESOLVED** to defer item to next meeting.

24/AE20 Bin Emptying Contract –

(a) To review reports from January and February 2024 – Committee reviewed reports and felt the current schedule is working well.

(b) To agree on bin emptying schedule for next 12 months – Committee **RESOLVED** to accept the Deputy Clerks recommendation to keep current schedule and allow Deputy Clerk operational authority to make amendments as required with contractor.

(c) To agree new contract proposal from contractor and agree actions – Committee **RESOLVED** to accept Deputy Clerks recommendation and re-appoint The Sheild Group as its preferred contractor for annual cost of £5,824 from budget 103 open spaces – 4067 Trade and Waste bins.

24/AE21 Table Tennis – To discuss requests for a table tennis table and agree on Councillor to take lead – Committee **RESOLVED** for Deputy Clerk to obtain approximate costs and to report back to next meeting to decide how to proceed.

24/AE22 Playground Inspections Update – To receive an update from Deputy Clerk on Playground inspections and agree on actions. The Deputy Clerk reported that a meeting had taken place with the contractor, who confirmed that inspections were returning in-house moving forward following administrative issues.

24/AE23 Dovehouse Close Woodland – To discuss the current situation of the Woodland at Dovehouse Close and agree on actions. The Deputy Clerk and Cllr Osborne reported to Committee that an onsite visit was conducted by Councillors and Officers of Council to investigate opening up access. The group found some greenhouses, sheds and other items in the vicinity. It was **RESOLVED** to reinstate the access point removing fly-tipped items including metal, garden waste etc. It was further **RESOLVED** for Deputy Clerk to investigate via Oxfordshire County Council who is responsible for fencing along the boundary line and to further write to all residents of Dovehouse Close to advise of work to be carried out and to remind residents that personal property is prohibited on Council land.

24/AE24 Oxford Road Sandpit – Multi Play Unit Replacement – To consider quotes for replacement Multi Play Unit at Oxford Road play area sandpit. Deputy Clerk advised that he was currently investigating repair of the current structure being repaired and will report back at next meeting.

EXCLUSION OF THE PUBLIC AND PRESS: At the conclusion of this part of the agenda, the Chairman will move that, considering the confidential nature of the business to be discussed, the public, press and broadcast media be excluded for the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960

24/AE25 Parish Council Grass Cutting Contract – The agenda item was brought forward for time keeping purposes.

(a) To consider amendment to grass cutting verges in the specification – Committee members received an update from Deputy Clerk and Cllr Ross Macken on current issues with previously agreed contract and specifications. The Committee **RESOLVED** to agree the new specifications.

(b) To receive an update on current contract with contractor and agree on the next steps – Deputy Clerk advised that due to an error from contractor their previously accepted quote was undeliverable. Following discussions with the contractor an updated quote has been received by the Council. It was **RESOLVED** to accept the new quote for £12,600.

Date of next meeting Tuesday 14th May 2024.

The meeting closed at 8.10pm.