

EYNSHAM PARISH COUNCIL

CLERK: KATHERINE DOUGHTY

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Council Summons & Agenda

12 June 2024

To All Members of the Council.

You are hereby summonsed to attend the following meeting for the transaction of the business stated overleaf:-

**Extra Finance and General Purposes Committee Meeting
to be held on Tuesday 18 June 2024 at 9.00pm
at Eynsham Village Hall (Main Hall), Back Lane and remotely [via M.Teams](#)** 

Supporting documents will be made available in the usual way and online.

If you are unable to attend in person, you may join the meeting via the above Teams link. However, only those who are physically in attendance are permitted by law to participate and your non-attendance will contribute to the vacation of office by failure to attend meetings.¹ Please forward any apologies for absence to the Clerk, as soon as they become known.

The public and press are welcome to attend either in person or remotely via M.Teams.²

The law³ allows the public proceedings of council meetings to be recorded which includes filming as well as audio-recording. Photography is also permitted. By attending this meeting, you are consenting to be filmed. As a matter of courtesy, please advise the Clerk if you intend to record any part of the proceedings.



Katherine Doughty
Clerk to the Council

¹ Local Government Act 1972 s85

² Public Bodies (Admission to Meetings) Act 1960

³ Openness of Local Government Bodies Regulations 2014

1. **To receive apologies for absence.**
2. **To receive Declarations of Interest in agenda items.**
To receive any disclosable declarations of interest from Members in relation to any items to be considered at the meeting in accordance with the Council's Code of Conduct.
3. **Public Participation**
To receive submissions from members of the public for a period of 15 minutes. Members of the public may make representations on any matters, for no more than 5 minutes each in accordance with Standing Orders para 3. The meeting will adjourn for this item.
4. **Banking**
To resolve to add the Deputy Clerk as Administrator to the Council's bank accounts.
5. **Property matters**
 - (a) To consider a quote for annual servicing of the security alarm systems at the Pavilion and Village Hall.
 - (b) To note an accepted quote for urgent cooking equipment maintenance at the Pavilion and Village Hall, note actions undertaken and agree actions going forward.
 - (c) To receive an update on maintenance tasks at the Village Hall and resolve project work for either the toilets or the kitchen.
 - (d) To consider purchasing an [undercounter freezer](#) at the Village Hall for general use in the kitchen.
 - (e) To consider purchasing signage for the Village Hall foyer to indicate attendance.
 - (f) To note confirmation of an FCC Community Foundations grant for replacement lighting at the Village Hall and resolve the funding agreement.

EXCLUSION OF THE PUBLIC AND PRESS: At the conclusion of this part of the agenda, the Chair 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.

6. **Human resources**
 - (a) To note receipt of the Maintenance Operative's resignation and last day of working.
 - (b) To consider an updated job vacancy pack and agree actions.