



# EYNESHAM PARISH COUNCIL

You are summoned to attend the Annual Parish Council Meeting  
at 7.30pm on Tuesday 4 May 2021 to be held remotely

## AGENDA & SUMMONS

**Please note:** due to the current Coronavirus measures, the Parish Council will meet remotely via  
Zoom <https://us02web.zoom.us/j/86563392153> / telephone 0203 481 5240)

1. **Election of Chair** – to elect Chair for 2021/22.
2. **Election of Vice-Chair** – to elect Vice-Chair for 2021/22.
3. **To receive apologies for absence.**
4. **To receive Declarations of Interest in agenda items.**
5. **To confirm the minutes of the Council meeting of 23 April 2021.**
6. **Public Participation** – to receive submissions from members of the public relating to items on the agenda, in accordance with the Council's Code of Conduct and Standing Orders.
7. **To review delegation arrangements to committees and staff.**
8. **To consider the terms of reference for new committees and agree actions.**
  - (a) Finance & General Purposes.
  - (b) Planning.
  - (c) Amenities & Estates.
  - (d) Senior.
9. **To resolve appointment of new committees and memberships.**
  - (a) Finance & General Purposes.
  - (b) Planning.
  - (c) Amenities & Estates.
  - (d) Senior.
10. **To approve the dissolution of the Traffic Advisory Committee.**
11. **To resolve the agenda structure for future meetings.**
12. **Review and adoption of appropriate standing orders and financial regulations.**
13. **Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.**
14. **Review of representation on or with external bodies and arrangements for reporting back.**
  - (a) Allotment Association (1 member).
  - (b) Oxfordshire Association of Local Councils (1 member).
  - (c) Worton Farm Liaison (1 member).
  - (d) Playing Fields Management Committee (2 members).
  - (e) Public Transport Representative (1 member).
  - (f) Village Hall Management (2 members).
  - (g) Broadband Champion (1 member).
  - (h) RAF Brize Norton Liaison Group (1 member).
  - (i) Eynsham Charities (1 member).
  - (j) Pavilion Alarm responders (2 members)
  - (k) Eynsham Community Primary School Youth Council (3 members)
15. **Review of inventory of land and other assets including buildings and office equipment.**
16. **Confirmation of arrangements for insurance cover in respect of all insurable risks.**
17. **Review of the Council's and/or staff subscriptions to other bodies.**
18. **Review of the Council's complaints procedure.**

**19. Review of the Council's policies.**

- (a) Climate Change Policy.
- (b) Complaints Policy.
- (c) General Data Protection Regulation Policies.
- (d) Grant Aid Policy.
- (e) Investment Strategy.
- (f) Media Policy.
- (g) Public Participation Policy (updated).
- (h) Use of The Square for Political Canvassing on Saturdays Policy.
- (i) Remote Meeting Procedures.
- (j) Public Engagement Policy.
- (k) Equality & Diversity Policy.
- (l) Memorial Policy.
- (m) Training & Development Policy (new).

**20. Review of the Council's expenditure incurred under General Power of Competence.**

**21. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.**

**22. To consider appointing a charity for financial contributions and public awareness.**

Other Council business to be transacted:-

**23. To note the resignation of Cllr Gordon Beach.**

**24. Finance.**

- (a) To approve payment of accounts.
- (b) To approve bank reconciliation.
- (c) To be advised of income and expenditure.

**25. Planning.**

- (a) To consider planning applications [21/01235/FUL](#) - Construction of temporary canteen building with link to main factory building - Siemens Magnet Technology Ltd, Wharf Road.
- (b) To note the Ministry for Housing, Communities & Local Government's decision to not call-in [Oxfordshire County Council's A40 planning application ref. R3.0057/19](#) and consider whether to raise concerns with its Monitoring Officer.
- (c) To note that Examination of Salt Cross Garden Village Area Action Plan (AAP) is scheduled to commence on 28 June 2021 to be held virtually.
- (d) To consider whether the Council wish to speak at Hearing sessions and agree actions.



**Katherine Doughty, Clerk to the Council – 26 April 2021**

**Please contact the Clerk if you have concerns regarding accessibility of the meeting venue. The public and press are welcome to attend.**

CLERK: KATHERINE DOUGHTY, 91 Brize Norton Road, Minster Lovell, Witney, Oxford OX29 0SG  
Telephone: 07956 901622 Email: [epc.clerk@eynsham-pc.gov.uk](mailto:epc.clerk@eynsham-pc.gov.uk) Web: [eynsham-pc.gov.uk](http://eynsham-pc.gov.uk)

\_\_\_\_\_ members of public present.

[..\..\4\\_Statutory\CouncillorAttendance\\_2019\\_20.xlsx](#)

	Present
Gordon D. BEACH (Chairman)	Y
Sue BROWN	y
Milly CHEN	y
Katy CROWE	y
Tricia CROWLEY	Y
Ross MACKEN	y
Andy MOSSON	y
Sue OSBORNE	y
Nick RELPH (Vice Chair)	y
Carl RYLETT	y
Mark ZUMBUHL	y
11	

**1. Election of Chair – to elect Chair for 2020/21.**

Gordon – nick, sue o agreed.

**2. Election of Vice-Chair – to elect Vice-Chair for 2020/21.**

nick

**3. To receive apologies for absence.**

**4. To receive Declarations of Interest in agenda items.**

**5. To confirm the minutes of the Council meeting of 5 May 2020.**

Confirmed

**6. Public Participation – to receive submissions from members of the public relating to items on the agenda, in accordance with the Council’s Code of Conduct and Standing Orders.**

Angie – item 14 – GreenTEA – interested in having a PC representative. Not discussed detail but members are interested in exploring it with us.

Kevan – 10,14,16 – NRN would also a parish council lead and representative. Climate Change to include biodiversity.

**7. Finance.**

**(a) To approve payment of accounts.**