



# EYNESHAM PARISH COUNCIL

Parish Council Meeting  
held at Eynsham Village Hall, 7.30pm  
on Tuesday 5 October 2021

## MINUTES

**Councillors Present** – Cllr N Relph (Chairman), Cllr T Crowley, Cllr R Macken, Cllr A Mosson, Cllr S Osborne and Cllr C Rylett.

Also in Attendance – Clerk to the Council, Deputy Clerk and three members of the public were present.

**21/165 To receive apologies for absence** – Cllr S Brown, Cllr M Chen, Cllr K Crowe, Cllr D Knight, Cllr N Victory, Cllr F Zealley and Cllr M Zumbuhl.

**21/166 To receive Declarations of Interest in agenda items** – None.

**21/167 To approve the minutes of the Parish Council Meeting of 7 September 2021** - It was **RESOLVED** that the minutes were signed as a true record.

**21/168 To approve the following meeting minutes and note the delegated decisions contained therein:-**

(a) Amenities & Estates Committee – 14 September 2021.

(b) Planning Committee – 28 September 2021.

It was **RESOLVED** that all meeting minutes were signed as a true record and the delegated decisions were noted.

**21/169 To approve the minutes of the Eynsham Traffic Working Group meeting of 7 September 2021 and 21 September 2021** - It was **RESOLVED** to approve the minutes and the recommendations contained therein.

**21/170 Public Participation - to receive submissions from members of the public** – None.

**21/171 To receive an update report from Eynsham's West Oxfordshire District Councillors** – Cllr Levy reported (from both West Oxfordshire and County Councillor perspectives). He had met the management of The Evenlode public house who are considering the request to prevent through access via their car park. OCC will approve a 20mph zone for the village if pursued and Eynsham is likely to be prioritised due to its size. Archaeological trial pits are due to commence being dug along the A40 corridor as part of the improvement work although they should not impact on traffic flow. The County/District Councillors have written to the Chief Executive, West Oxfordshire District Council (WODC) expressing the unsatisfactory liaison process with the West Eynsham developers. It was noted that Cllr Relph, Cllr Macken and the Clerk are meeting with the Leader and Chief Executive, WODC next week to raise concerns. (Cllr Rylett arrived).

**21/172 To consider proposals for maintenance of the planters in The Square and agree actions** –

A group of residents have refurbished planters in The Square, taking over from GreenTEA.

However, future maintenance of the planters and others around the village needs to be resolved.

Members considered a number of options which will be pursued. Clerk is to consider which committee this may be delegated to in the future.

**21/173 To consider proposals for this year's Xmas Light display in The Square and agree actions**

– Cllr Macken outlined proposals that meet with the budget. Final approval is to be sought at the next Full Council meeting.

**21/174 Strategic Plan - To receive an update, agree actions and confirm a Parish Meeting on 6**

**November 2021** – The Strategic Plan consultation event will be held on 6 November at the Village Hall. Cllr Macken is to liaise with the Communications Officer for material to be produced/ displayed.

**21/175 Neighbourhood Plan - To receive an update and agree a project action plan** – Cllr Relph and the Clerk are to work on the revision with assistance from Community First Oxfordshire (CFO) on the legal requirements/documents. Clerk is to obtain an updated quote for a reduced level of support and liaise with CFO accordingly.

**21/176 Finance.**

- (a) To approve payment of accounts - To approve payment of accounts – It was **RESOLVED** to pay the accounts as presented. Appendix B refers.
- (b) To approve bank reconciliation – It was **RESOLVED** to approve the bank reconciliation.
- (c) To review the income and expenditure for the year to date – Reports were noted.
- (d) To note completion of the External Audit and receive External Auditor’s Certification of Completion – The External Audit and Certification were noted. The Auditor raised no comments or observations.

**21/177 To receive correspondence and agree actions** – None.

**21/178 To receive the Clerk’s Report and agree actions** – It was agreed to add the installation of a Speed Indicator Device at Witney Road to the next agenda for consideration.

**21/179 To receive reports from Councillors representing the Council on outside bodies/ meetings** – Cllr Relph reported that he, Cllr Macken, District Councillors, EPIC and GreenTEA had a further unsatisfactory liaison meeting with the West Eynsham developers. The developers believe that areas that are in statutory documents don’t need to be included in the Masterplan. Cllr Macken put it to them that better than required ‘basic standards’ should be being pursued in order to prevent the Strategic Development Area being a ‘poor relation’ to the Garden Village, however there was clear resistance. The Parish Council has offered to hold an in person, masterplan consultation event if the developers don’t. Timing appears to be the driving force in relation to land supply concerns. Noted there will not be a single planning application covering all the individual sites. Cllr Relph also reported on an A40 improvement projects briefing. The business case continues to be requested (currently being considered by the Department for Transport) – a redacted version will be provided in due course. Balfour Beatty has offered to work on community projects and an accessible footpath through the Fishponds has been suggested (Clerk is to forward a plan). 20mph project aspects may also be considered. A strategic review of Eynsham’s public transport/active travel continues to be requested.

**21/180 To note dates of the next Parish Council meetings (in the Village Hall unless otherwise specified):-**

- (a) Eynsham Traffic Working Group – 12 October 2021 – 6.45pm.
- (b) Amenities & Estates Committee meeting – 12 October 2021 – 7.30pm.
- (c) Planning Committee meeting – 19 October 2021 – 7.30pm.
- (d) Finance & General Purposes Committee meeting – 19 October 2021 – 8.30pm
- (e) Full Council meeting – 2 November 2021 – 7.30pm.

The meeting closed at 9.20pm.

**Schedule of Payments for approval at the Parish Council Meeting  
5<sup>th</sup> October 2021**

PAYEE	INFORMATION	£
KATHERINE DOUGHTY	MILEAGE + EXPENSES	94.50
RACHEL JOHNSON	MILEAGE	24.12
RICHARD WILKINS	MILEAGE	45.00
MICROSHADE BUSINESS	OMEGA HOSTING – SEPT	68.40
McCRACKEN & SON LTD	GRASSCUTTING	809.76
WHITES CLEANING COMPANY	PAVILION CLEANING	147.42
WHITES CLEANING COMPANY	DEEP CLEAN – SHOWERS + CHAIRS	666.00
VIKING	HAND TOWELS+ CLEANING MATERIALS	262.64
MOORE	EXTERNAL AUDIT 2020-21	720.00
OXFORD SECURITY SERVICES	PLAYING FIELD LOCK UP – AUG	840.00
NICHOLSON’S NURSERIES	TREE SURVEY – POLAR TECH	576.00
ONPA	ANNUAL MEMBERSHIP	50.00
EYNSHAM VILLAGE HALL	HALL HIRE MAY-SEPT	1458.35
UBICO	PLAY AREA UPKEEP + STREETCLEAN-AUG	930.00
WODC	WASTE COLLECTION PAVILION OCT-MAR	179.92
WODC	WASTE COLLECTION CHURCH OCT-MAR	344.50
WODC	EMPTYING DOG BINS OCT-DEC21	492.17
UBICO	EMPTY LITTER BINS BIT RD -SEPT	36.83
EVENLODE DIY	SUNDRIES	87.25

Please refer to the Cashbook file for all transactions in the previous month and the Nominal Ledger for all transactions in the current financial year.