



# EYNESHAM PARISH COUNCIL

Parish Council Meeting  
held at Eynsham Village Hall, 7.30pm  
on Tuesday 7 December 2021

## MINUTES

**Councillors Present** – Cllr N Relph (Chairman), Cllr S Brown, Cllr T Crowley, Cllr D Knight, Cllr R Macken Cllr A Mosson, Cllr S Osborne, Cllr C Rylett, Cllr F Zealley and Cllr M Zumbuhl.

Also in Attendance – Two members of the public were present.

**21/199 To receive apologies for absence** – Cllr M Chen, Cllr K Crowe and Cllr N Victory.

**21/200 To receive Declarations of Interest in agenda items** – None.

**21/201 To approve the minutes of the Parish Council Meeting of 2 November 2021** - It was **RESOLVED** that the minutes were signed as a true record.

**21/202 To approve the following meeting minutes and note the delegated decisions contained therein:-**

- (a) Amenities & Estates Committee – 9 November 2021.
- (b) Eynsham Traffic Working Group – 9 November 2021.
- (c) Planning Committee – 16 November 2021.
- (d) Finance & General Purposes Committee – 23 November 2021.

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

**21/203 To receive an update report from Eynsham’s West Oxfordshire District Councillors** – Cllr Carl Rylett (District and Parish) reported on local enforcement cases that were raised at a recent [Lowlands Planning Sub-Committee](#) and issues concerning the timing of infrastructure should West Eynsham progress before Salt Cross Garden Village. Cllr Rylett reported that waste bins are in the process of being removed/replaced in Eynsham by West Oxfordshire District Council (WODC). The Clerk raised a resident’s concern that all bins have been removed (and will not be replaced), from the A40 laybys which was a decision made by WODC’s Cabinet. It was reported that litter in ditches and the surrounding area is now causing a concern to nearby residents. Cllr Rylett will feed this back to WODC. Development of the Salt Cross Garden Village Area Action Plan is anticipated before Christmas. It was noted that residents of Hanborough Road, Tilgarsley Road and others have received a legal letter from Oxfordshire County Council (OCC) regarding land ownership adjacent to the A40 that has unduly caused concern. Councillors are working with OCC and residents to remedy the matter. It was noted that District/County Cllr Duncan Enright will be holding a public meeting in Eynsham to discuss the A40 improvements. (Further details are awaited). Noted that the Thomas Homes (Old Witney Road) and A40 design plans are incompatible.

**21/204 To receive an update report from Eynsham’s Oxfordshire County Councillor** – Cllr Levy submitted an [update report](#) which was circulated. Noted that Eynsham has similar parking problems with those experienced in the Vale of White Horse and South Oxfordshire and that WODC needs to improve its parking enforcement to replicate the enforcement in those areas.

**21/205 To note closure of Conduit Lane by OCC and agree actions** - Following a meeting with Communities, OCC on 22 November, a [news update](#) was issued setting out the lengthy project to repair and relocate part of the wall. Clerk will pursue temporary re-opening of the route if/when the wall is made safe. Clerk will routinely check progress with OCC and report back.

**21/206 Finance.**

- (a) To approve payment of accounts – It was **RESOLVED** to pay the accounts as presented. Appendix A 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 receive an update on the 2022/23 Precept/budget setting process - Following an initial run through of the budget at the recent Finance & General Purposes Committee meeting, further work to more fully detail the financial position will take place informally next week. It is anticipated that a draft budget will be finalised at the next Finance & General Purposes meeting on 21 December for recommendation to Full Council on 4 January.\*

**21/207 To consider extending the Playing Field Managers Agreement for a further 6 months (expiry April 2022)** – It was **RESOLVED** to extend the Agreement for a further 6 month period.

**21/208 To consider responding to the [Cassington Pre-Submission Neighbourhood Plan](#)** – Deferred due to the unavailability of the Neighbourhood Plan for reviewing.

**21/209 To approve sending a joint letter to Oxfordshire County Council regarding the safety of Lower Road and agree actions** – It was **RESOLVED** to join Hanborough Parish Council (and others) to write to OCC requesting a reduction in the speed limit of Lower Road due to safety concerns.

**21/210 To consider working on a public art project at Thornbury Road and agree actions** – It was **RESOLVED** to work with WODC to ask the village for art ideas and provide the communications to enable this while WODC follow up with solutions.

**21/211 To consider recording Council meetings and uploading to YouTube on a 3 month trial basis** – Members felt it would be preferable to live stream. Clerk is to add to the next meeting agenda for resolution.

**21/212 To note recent delegated authority provided by the Clerk** – The update report was noted.

**21/213 To receive the new Master Projects List and dashboard report** – The new management process was demonstrated. Clerk is to log future attendance (Councillors and residents) to support the Council's aim of improving transparency and engagement.

**21/214 To review the Xmas Lights work and note recommendations for future years** – It was noted that Councillors participated in the event organised by the Primary School PTA. The event was well attended and the lighting went according to plan. Future suggested improvements are: (a) Improved PA sound system. (b) Organisation completed by 1 September. (c) Use of other areas of The Square to reduce congestion in front of the Bartholomew Room.

**21/215 To receive reports from Councillors representing the Council on outside bodies/ meetings** – Cllr Relph reported on a meeting held with the OCC A40 team. A planning application consultation is to be started shortly (communications with residents is to be considered). Cllr Macken reported on meetings with local farmers, Smiths of Bletchington and the A40 team to consider biodiversity enhancements and potential inclusion in the 'green wheel.' Meetings with WODC on West Eynsham and the Garden Village are now being held and reported via the Parish Council's Planning Committee. Cllr Rylett reported his attendance at a recent Eynsham History Group meeting.

**21/216 To note dates of the next Parish Council meetings in the Village Hall:-**

- (a) Eynsham Traffic Working Group – 14 December 2021 – 6.45pm.
- (b) Amenities & Estates Committee meeting – 14 December 2021 – 7.30pm.
- (c) Planning Committee meeting – 20 December 2021 – 7.30pm. *Cancelled*
- (d) Finance & General Purposes Committee meeting – 21 December 2021 – 7.30pm. *Cancelled*
- (e) Full Council meeting – 4 January 2022 – 7.30pm. *May change.*

The meeting closed at 9.30pm.

*\* Following the meeting, Covid cases rose substantially and anticipated tightening of Government measures now threaten whether the Full Council Meeting on 4 January 2022 can take place. Therefore an Extra Full Council Meeting on 20 December 2021 is scheduled to resolve the Precept/Budget in view of the deadline of 8 January 2022 to submit WODC's Precept request.*

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

PAYEE	INFORMATION	£
KATHERINE DOUGHTY	MILEAGE + EXPENSES	83.52
RACHEL JOHNSON	MILEAGE	24.12
SARAH REES	MILEAGE	11.16
MICROSHADE BUSINESS	OMEGA HOSTING – NOV	68.40
UBICO	PLAYAREA UPKEEP + STREETCLEAN-OCT	930.00
ADT	ANNUAL INTRUDER ALARM MAINTEN	181.27
ID VERDE	PLAYAREA MAINTENANCE	1641.60
ID VERDE	GRAFFITI REMOVAL	504.00
EYNSHAM COUNTRY MARKETS	REFRESHMENTS – STRATEGY DAY	129.60
CLOUDY IT	IT UPGRADE	8816.40
CLOUDY IT	IT HARDWARE	6108.00
AAT	MEMBERSHIP 2022 - RJ	167.00
SLCC	FILCA QUALIFICATION – RJ	144.00
MCCRACKEN & SON LTD	GRASSCUTTING – OCT	417.76
INSIDE OUT DEVELOPMENTS	BARTHOLOMEW RM REFURB	54675.00
WHITES CLEANING COMPANY	CONTRACT CLEANING – OCT	168.48
OXFORD SECURITY SERVICES	LOCK UP – PAV – OCT	708.00
OFFICE FURNITURE DIRECT	MOBILE PARTITIONS & DISPLAYS	807.74
ROSS MACKEN	STATIONERY FOR STATEGY DAY	150.62
ROSS MACKEN	CHRISTMAS LIGHTS EXPENSES	418.98
EVENLODE DIY	MISC EQUIPMENT	46.90
MONARCH FIRE UK LTD	FIRE EXTINGUISHER SERVICINGX2	80.40

**RETURN OF DAMAGE DEPOSITS AFTER EVENT**

J BUTLER – MILES	75.00
EYNSHAM PRE-SCHOOL	75.00
WILLOW COPPICE / CHARLOTTE HOLMES	100.00