



EYNESHAM PARISH COUNCIL

Extra Parish Council Meeting held at
Eynsham Village Hall and remotely by M.Teams,
7.30pm on Tuesday 18 January 2022

MINUTES

Councillors Present – Cllr R Macken (Vice Chair), Cllr S Brown, Cllr T Crowley, Cllr D Knight, and Cllr S Osborne.

Also in attendance in person – Clerk to the Council. There were no members of the public present. Also in attendance remotely – Cllr M Chen, Cllr K Crowe, Cllr A Mosson, Cllr C Rylett, Cllr N Relph and two members of the public.

22/1 To receive apologies for absence – Cllr F Zealley and Cllr M Zumbuhl. Cllr N Victory was not present.

In view of the high Coronavirus rates, a minimum number of Councillors attended the meeting, sufficient to be quorate.

22/2 To receive Declarations of Interest in agenda items – Cllr Macken declared a non-pecuniary interest in agenda item 22/11 (b).

22/3 To approve the minutes of the Parish Council Meeting of 7 December 2021 – It was **RESOLVED** that the minutes were signed as a true record.

22/4 To approve the minutes of the Extra Parish Council Meeting of 20 December 2021 - It was **RESOLVED** that the minutes were signed as a true record.

22/5 To approve the minutes of the Amenities & Estates Meeting of 14 December 2021 and note the delegated decisions - It was **RESOLVED** that the minutes were signed as a true record.

22/6 To approve the minutes of the Eynsham Traffic Working Group Meeting of 14 December 2021 - It was **RESOLVED** that the minutes were signed as a true record. The recommendation to approve the 20mph Scheme (21/T57) was deferred to a future meeting when the Council and residents could meet without Covid concerns to enable full discussion in person.

22/7 Public Participation - to receive submissions from members of the public – County/District Councillor Dan Levy reported that Oxfordshire County Council (OCC) Cabinet had approved the next stage of A40 improvement schemes which triggered issuing Compulsory Purchase Orders and Road Orders. The [A40 HIF2 Smart Corridor planning application is now open to consultation](#).

22/8 To consider the co-option of Felicity Burnell and agree actions – Application withdrawn.

22/9 To consider creating a Community Speedwatch Group as recommended by the Eynsham Traffic Working Group – Cllr Crowley discussed item 14.1.1. of the [Traffic Working Group's report](#). It was hoped that the Police & Crime Commissioner will provide equipment for a speedwatch group to use. Councillors queried the letter which is sent when a driver is recorded above the speed limit. The Council will undertake a campaign to raise awareness of the scheme and attract volunteers. It was **RESOLVED** that the Council set up a Community Speedwatch Group.

22/10 To resolve to install a defibrillator at the Pavilion (Amenities & Estates Committee 9 November 2021 - 21/AE68 refers) – It was felt that a defibrillator at this location would be beneficial to the local residents and users of the Oxford Road Playing Fields. It was **RESOLVED** to install the defibrillator at the Pavilion which is offered to the Parish Council by Taylor Wimpey.

22/11 Planning matters - to consider the following applications:-

Reference	Address	Proposal
(a) 21/03858/LBC	Cobden, 45 Queen Street	Refurbishment works and alterations to existing fireplace opening and chimney breast to kitchen, including repositioning of beam upwards to improve cooking facilities. Comment only. The Council urges the re-incorporation of the lintel if at all practicable.
(b) 21/03981/S73	4 Oxford Road	Erection of two dwellings, non-compliance with conditions 2 and 3 of 15/03956/FUL to allow design and material changes (retrospective). Councillors raised concern regarding the replacement of a former boundary wall which had been intended to be incorporated into the newbuild, but it was found to have no foundations and was therefore built as a larch clad wall instead. It was unclear whether the proposed plants to be used on the green roof are appropriate. The Council balanced the effective options of response available and RESOLVED to not object.

22/12 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.

22/13 Strategic Plan

- (a) To approve the Consultation Report and Council responses subject to minor amendments. Cllr Macken summarised the consultation process and compilation of the responses. It was **RESOLVED** to approve the Consultation Report and Council responses subject to minor amendment.
- (b) To approve the Strategic Plan and Master Projects List subject to minor amendments – The Strategic Plan and Master Projects List document was summarised and the review process considered. It was noted that ‘Our Vision, Commitment and Priorities’ will remain for a period to tie in with the current election cycle (e.g. for review in [2023/2027](#)) while the Council’s ‘Objectives’ will be reviewed and updated at each Annual Parish Meeting. It was **RESOLVED** to approve the Strategic Plan and Master Projects List subject to minor amendments.

22/14 To note the date of the next Parish Council meeting, 1 February 2022, 7.30pm in the Village Hall. All committee meetings are cancelled for the month of January.

The meeting closed at 8.23pm.

**Schedule of Payments for approval at the Extra Parish Council Meeting
18th January 2022**

PAYEE	INFORMATION	£
KATHERINE DOUGHTY	MILEAGE + EXPENSES	72.76
G PODBERY	HAYMAKING – PLAYING FIELD *	125.00
SLCC	CONTRACT TRAINING – RJ	108.00
OXFORD SECURITY SERVICES	LOCK UP PAV- DEC	840.00
CLOUDY IT	IT SUPPORT – DEC	458.52
CLOUDY IT	IT SUPPORT – JAN	380.52
UBICO	DOG BIN EMPTY JAN-MAR22	492.17
UBICO	PLAYAREA UPKEEP + STREETCLEAN-NOV	900.00
UBICO	PLAYAREA UPKEEP + STREETCLEAN – DEC	900.00
UBICO	EMPTY LITTER BINS BIT RD - DEC	36.83
LOWE & OLIVER	XMAS LIGHTS	135.84
O G STONEMASONRY	THE CROSS REPAIR	2352.00
OXFORDSHIRE COUNTY COUNCIL	20MPH SCHEME VEHICLE SURVEYS	456.00

* FINANCE & GENERAL PURPOSES COMMITTEE REFERENCE 21/F42 (f) REFERS.

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.

Precept Budget 2022/23

INCOME		21/22 Budget	22/23 Budget
Code			
101	Precept + support grant	£146,200	£167,053
101	Admin	£450	£200
102	Allotments	£983	£990
103	Verges and Footpaths	£1,713	£1,713
105	Pavilion	£5,000	£49,660
106	Wharf stream way (Footpaths)	£0	£0
107	Play Areas	£0	£20,000
108	Community Facilities	£7,254	£0
109	Bartholomew Room	£0	£4,000
132	Communications	£0	£0
	Total Income	£161,600	£243,616
EXPENDITURE		21/22 Budget	22/23 Budget
Code			
101	Admin	£82,128	£119,758
102	Allotments	£0	£250
103	Verges and Footpaths	£22,449	£22,303
104	Cemetery	£689	£700
105	Pavilion	£60,283	£55,448
106	Wharf stream way (Footpaths)	£750	£200
107	Play areas	£6,472	£36,565
108	Community Facilities	£15,944	£5,750
109	Bartholomew Room	£3,450	£6,240
113	Village Hall	£0	£3,500
123	Neighbourhood plan	£0	£0
130	Fishponds	£1,550	£1,500
132	Communications	£1,000	£1,400
117	GPoC Grants	£2,500	£2,550
BAR	Capital Expenditure	£21,082	£21,481
	Total Expenditure	£237,876	£277,644
SUMMARY		21/22 Budget	22/23 Budget
	This Year's Surplus Income/Exp	-£76,276	-£34,028
	Total Cash Brought Forward	£289,544	£190,448
	Total Cash Carried Forward	£213,268	£156,420
Made Up Of:		21/22 Budget	22/23 Budget
320	Community Prog Reserve	£20,596	£20,596
321	Pavilion Refurb Reserve	£0	£59,636
322	Neighbourhood plan Reserve	£3,047	£0
323	Medium Term Asset Reserve	£0	£58,101
324	Bartholomew Room Reserve	£0	£0
325	Communications Reserve	£3,596	£0
326	Short Term Asset Renewal Reserve	£6,000	£6,000
327	Carpark Resurfacing Reserve	£1,000	£0

328	Play Area Equipment Reserve	£13,693	£0
330	Churchyard Reserve	£32,867	£0
332	Fishponds Reserve	£3,898	£0
	Total Earmarked Reserve	£84,697	£144,333
	Reserve Above/Below Target	£128,571	£12,087