



EYNESHAM PARISH COUNCIL

Parish Council Meeting held at
Eynsham Village Hall and remotely by M.Teams,
7.30pm on Tuesday 1 February 2022

MINUTES

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

Also in attendance in person – Clerk to the Council and three members of the public.

Also in attendance remotely – Cllr S Brown, Cllr M Chen, Cllr K Crowe, Cllr N Relph, Cllr C Rylett, Cllr F Zealley, Deputy Clerk, Responsible Financial Officer and four members of the public.

22/15 To receive apologies for absence – None. Cllr M Zumbuhl and Cllr N Victory were not present. In view of the high Coronavirus rates, a minimum number of Councillors attended the meeting, sufficient to be quorate.

22/16 To receive Declarations of Interest in agenda items – Cllr Macken declared a non-pecuniary interest in agenda item 22/22 (d).

22/17 To approve the minutes of the Extra Parish Council Meeting of 18 January 2022 – It was **RESOLVED** that the minutes were signed as a true record.

22/18 Public Participation - to receive submissions from members of the public – None.

22/19 To receive an update report from Eynsham's West Oxfordshire District Councillors - Cllrs Rylett and Levy reported that they are lobbying for the re-installation of litter bins at the Eynsham A40 laybys as they have been removed under a new West Oxfordshire District Council (WODC) policy. The Garden Village Area Action Plan additional information remains to be submitted to the Examiner and it is unknown when it will be submitted. The consideration process for the West Eynsham Masterplan remains unclear.

22/20 To receive an update report from Eynsham's Oxfordshire County Councillor – Cllr Levy reported on Oxfordshire County Council's (OCC) budget consideration in the coming days. There are likely to be substantial cost over-runs on large projects. An update on the Botley-Eynsham-Hanborough Station cycle route was provided. Cllr Levy's full report can be found [here](#).

22/21 20mph Pilot Scheme

- (a) To consider creating a 20mph Pilot Scheme for Eynsham including lower speed limits for the B4449 and B4044. The location of the 20mph/gateway signs was queried. It was **RESOLVED** to approve a [20mph Pilot Scheme](#) for Eynsham.
- (b) To resolve to pay the costs as detailed in the report, over 2 financial years – It was **RESOLVED** to pay to the costs over 2021/22 and 2022/23 financial years.

22/22 To consider responding to the following consultations and agree actions:-

- (a) Planning application - [R3.0151](#) - Oxfordshire County Council - A40 HIF2 Smart Corridor. The Clerk circulated a draft response and noted that a briefing document for residents is [available online](#) which Officers were thanked for providing. A draft response will be considered at the Council meeting on 1 March. Clerk is to contact County Cllr Levy to pursue the Parish Council's concerns regarding no paper copy of the application for Eynsham Library and the poor indexing/labelling arrangement of the hundreds of online documents.
- (b) Planning application - [21/03087/FUL](#) - Pavilion, Cassington Road - Erection of a storage building. (Council to consider submitting an additional comment). It was **RESOLVED** to respond with no objection to the application.

- (c) [Cassington Pre-Submission Neighbourhood Plan \(NP\)](#) – The Council welcomed a member of the Cassington NP Committee who provided an overview of the Neighbourhood Plan. It was **RESOLVED** to respond that ‘Eynsham Parish Council commends Cassington Parish Council on an exemplary draft NP particularly its green infrastructure and zero carbon elements. Additionally, the way they have consulted with their constituents in drawing up the plan and that the Council give it our full support as it makes its way through the planning process.’ Some proposals in the NP could positively effect residents, particularly proposals to extend Eynsham footpaths to Long Hanborough and extending the Nature Recovery Network.
- (d) Proposed expansion of Eynsham Community Primary School and lowering of the age range to 2 years to merge with Eynsham Pre-School – Cllr Macken declared a personal interest. It was **RESOLVED** to support the proposal.

22/23 To note concerns with infill hedgerow planting at Oxford Road Playing Fields and agree actions – The Vice Chair summarised problem areas of the planting. It was **RESOLVED**¹ that remedial action is undertaken. (1) The north/western-most section is realigned from within the playing field space to be in more closer alignment with the boundary and is under the tree line thereby removing a curve in the planting and (2) at the ‘dogleg’ on the southern section, the outer line of the double-planted hedge is relocated to be the inner line of the hedge to infill the existing gap. Future project appraisals will be more detailed and proposed planting areas will be marked with spray chalk in advance. The Council is grateful for the successful and positive planting event.

22/24 To consider a quote from Oxford Direct Services for repairs to play areas and agree actions – It was **RESOLVED** that (i) additional maintenance work of £2746 is undertaken and that (ii) replacement equipment (Tangle Unit at Oxford Road and the See-saw with safety surfacing and Roundabout at Old Witney Road) is pursued as a priority.

22/25 Finance

- (a) To approve payment of accounts – It was **RESOLVED** to approve the accounts at Appendix A.
- (b) To approve bank reconciliation – It was **RESOLVED** to approve the bank reconciliation.
- (c) To consider and approve the Statement of Internal Control and Financial Risk & Internal Control Risk Assessment – Council reviewed the documents. It was noted that an additional internal control measure couldn’t be undertaken in the financial year due to Covid regulations. It was **RESOLVED** to approve the documents.
- (d) To consider and recommend amendments to the Asset Register – It was **RESOLVED** to approve the Asset Register subject to minor amendments. It was noted that the Abbey Cairns are not owned by the Parish Council.
- (e) To consider and approve any virements/transfers to earmarked reserves at financial year end – No changes to the earmarked reserves were proposed, other than those detailed in the 2022/23 budget.

22/26 To receive the Master Project List and Dashboard Report – It was noted that 6 projects have been completed. The Strategic Plan is undergoing final minor amendments before publication.

22/27 To receive reports from Councillors representing the Council on outside bodies/meetings – Cllr Macken reported on a meeting with the Nature Recovery Network, Smiths of Bletchington and the Clerk. It was noted that a small stakeholder group will be formed to consider biodiversity projects and current/future land management. A minor change to the route of the Wharf Stream Way is being considered. Cllr Relph reported on a meeting between Oxfordshire Association of Local Council (whom he is Treasurer for) and WODC regarding a lack of Town/Parish Council meetings.

22/28 To note date of the next Parish Council meeting, 1 March 2022, 7.30pm in the Village Hall.

¹ Resolution to be considered for disposal at meeting scheduled for 1 March 2022 in accordance with Standing Orders 7 (a) following receipt of a special motion with the support of 5 Councillors.

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

22/29 To consider increasing the working hours of the Deputy Clerk and Communications Officer – It was **RESOLVED** to increase the working hours as proposed.

22/30 To consider a request (in principle) to dispose of Council land at Dovehouse Close and agree actions – It was **RESOLVED** to respond that the land isn't for sale.

22/31 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 February, however meetings will resume as normal from 1 March.

The meeting closed at 9.33pm.

**Schedule of Payments for approval at the Parish Council Meeting
1st February 2022**

PAYEE	INFORMATION	£
WODC	EMPTY DOG BINS JAN-MAR22	492.17
UBICO	EMPTY LIT BIN BIT RD – JAN	36.83

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.