



EYNESHAM PARISH COUNCIL

Parish Council Meeting held at
Eynsham Village Hall and remotely by M.Teams,
7.30pm on Tuesday 5 April 2022

MINUTES

Councillors Present – Cllr N Relph (Chair), Cllr M Chen, Cllr K Crowe, Cllr T Crowley, Cllr D Knight, Cllr R Macken, Cllr A Mosson, Cllr S Osborne Cllr C Rylett and Cllr N Victory.
Also in attendance – Clerk to the Council and five members of the public.
Also in attendance remotely – One member of public.

22/45 To receive apologies for absence – Cllr S Brown, Cllr M Zumbuhl. It was noted that Cllr F Zealley resigned from the Council on 2 April.

22/46 To receive Declarations of Interest in agenda items – None.

22/47 To approve the minutes of the Parish Council Meeting of 1 March 2022 - It was **RESOLVED** that the minutes were signed as a true record.

22/48 To approve the following meeting minutes and note the delegated decisions contained therein – It was **RESOLVED** that the following minutes were signed as true records and the delegated decisions noted:-

- (a) Amenities & Estates Committee – 15 March 2022
- (b) Finance & General Purposes Committee – 22 March 2022
- (c) Planning Committee – 29 March 2022

22/49 To approve the minutes of the Eynsham Traffic Working Group meeting of 15 March 2022 and consider the recommendations contained therein - It was **RESOLVED** that the minutes were signed as a true record. It was further **RESOLVED** to approve the purchase of Community Speed Watch equipment at £450 approx. to be offset by a grant if at all possible.

22/50 Public Participation - to receive submissions from members of the public – A member of the public raised concerns with the safety of the Chil Bridge and referred to photos previously provided to the Council. (See minute 22/53).

22/51 To receive an update report from Eynsham's West Oxfordshire District Councillors - District Cllr Andy Goodwin was welcomed to the meeting and reported jointly with Parish and District Cllr Carl Rylett. It was noted that the West Eynsham Strategic Development Area Masterplan was approved by the Cabinet irrespective of concerns raised by the Joint Scrutiny Committees. Cllr Goodwin reported the recently published [Infrastructure Phasing Plan](#) for the Garden Village was reasonably good in terms of content, albeit energy provision was omitted. Queries were raised regarding the removal of litter/dog waste bins. Clerk outlined WODC's new policy although the Parish Council had not been informed of which bins were to be removed or new ones installed. Concern regarding bins removed from the A40 laybys and waste being dumped in drainage ditches were also raised. Cllr Goodwin and Cllr Macken are to compile a list of 'bin problem areas' and liaise with the Clerk and WODC to try to resolve.

22/52 To receive an update report from Eynsham's Oxfordshire County Councillor – Cllr Dan Levy provided a report online at <https://eynsham-pc.gov.uk/org-news.aspx?nid=1737#news>. It was noted the 20mph Pilot Scheme consultation had finished. Oxfordshire County Council (OCC) will determine the scheme proposals at its [Highway Management Meeting on 28 April](#). A planning application for changes to the A40 Shores Green junction is open to consultation. Conduit Lane update – OCC is waiting for approval from WODC to undertake the work in the Conservation Area.

22/53 To request support for research into ownership of the Chil Bridge to pursue appropriate maintenance – The Grade II Listed bridge is in poor condition and the parapets are unsafe. It was **RESOLVED** to request assistance from local groups to find out who owns the bridge and pursue OCC to undertake a site visit with a view to undertaking remedial work (as bridleway 206/19 crosses the bridge).

22/54 To resolve to erect a blue plaque at the Bartholomew Room to commemorate Aelfric – Clerk referred to correspondence dating to 2019 when the request to install a blue plaque was first discussed. WODC confirmed to the Clerk that no planning consent is required. It was **RESOLVED** that a blue plaque is installed at the Bartholomew Room on the south side of the building. Specific location to be conveyed to Oxfordshire Blue Plaques Board by the Clerk.

22/55 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.

22/56 To review the income and expenditure for the year to date – Queries were raised and resolved. The reports were noted.

22/57 Planning matters.

- (a) To consider the following planning applications:-

Reference	Address	Proposal
22/00712/HHD	38 Shakespeare Road	Erection of a single storey rear extension and alterations to increase the height of existing flat roof on side elevation. No objection.
22/00697/HHD	2 Orchard Close	Erection of a replacement conservatory. No objection.

22/58 To receive the Master Project List and Dashboard Report – Cllr Macken is to update the file and amend an aim to read a ‘Training, Development and Induction Plan for Councillors.’ (Staff training and development is undertaken by the Clerk as Line Manager). Clerk is to work with Cllr Rylett on the Youth Council project and meeting dates. The Clerk confirmed that new Local Green Spaces forms part of the Neighbourhood Plan revision work.

22/59 To receive an update on arrangements for the Annual Parish Meeting – Arrangements for a new format, less formal Annual Parish Meeting are being made (scheduled for 26 April, 7.30pm at the Village Hall). Currently 21 village organisations have been invited to report and provide display material on their group. The event is to be as widely publicised as possible.

22/60 To note recent delegated authority provided by the Clerk – The Clerk summarised the approval of a Fire Risk Assessment quote, fire prevention item purchases and the decision to project the Ukrainian flag image on the church tower in their support during the current conflict.

22/61 To receive reports from Councillors representing the Council on outside bodies/meetings – The Planning Liaison Meeting with WODC’s Planning Policy Manager was discussed. The recently published Garden Village Infrastructure Report is likely to be approved. The Manager offered to check the current status of Jansons planning application and provided an update on West Eynsham progress. Clerk is to provide an update on the Neighbourhood Plan revision progress and timescales to the Planning Policy Manager.

22/62 To note the dates of the next Parish Council meetings (all at 7.30pm unless otherwise stated in the Village Hall):-

- (a) Planning Committee meeting – 19 April 2022.
- (b) Annual Meeting of the Parish Council – 17 May 2022.

At this part of the meeting, Cllr Relph as Chair reported that this was his last Full Council meeting due to his impending resignation from the Council. Cllr Relph advised it has been a pleasure

working for the village over the previous 10+ years and thanked Cllr Macken and Officers for their support.

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.

22/63 To receive an update and agree actions on the Council becoming sole trustee of the Recreation Ground charity (304297) and transfer of Oxford Road Playing Field South and Fishponds from Fields in Trust – Clerk provided feedback on the process so far and conveyed the solicitor's comments. Clerk is to pursue answers to questions raised by members. The Clerk awaits further feedback from the solicitor.

The meeting closed at 9.05pm.

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

PAYEE	INFORMATION	£
KATHERINE DOUGHTY	EXPENSES + MILEAGE	63.56
SLCC	SLCC MEMBERSHIP FEE-KD	325.00
FALCON SIGNS	SIGNS AND POSTS	2201.24
PERSONNEL ADVICE & SOLUTIONS	JOB EVALUATIONS	480.00
OXFORD SECURITY SERVICES	LOCK UP PAVILION – JAN	876.00
SLCC	SLCC TRAINING – RW	108.00
CLOUDY IT	MONTHLY IT SUPPORT	458.52
LEYS LONGDEN	BARTHOLOMEW ROOM PROJECT MANAGER – FINAL INVOICE	983.47
INSIDE OUT DEV LTD	BARTHOLOMEW ROOM CONTRACTOR FINAL INVOICE	5802.66

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.