



# EYNESHAM PARISH COUNCIL

Parish Council Meeting held at  
Eynsham Village Hall and remotely by M.Teams,  
7.30pm on Tuesday 21 June 2022

## MINUTES

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

Also in attendance remotely – Deputy Clerk.

**22/91 To receive apologies for absence** – None.

**22/92 To receive Declarations of Interest in agenda items** – None.

**22/93 To approve the minutes of the Parish Council Meeting of 24 May 2022** - It was **RESOLVED** that the minutes were signed as a true record.

**22/94 To approve the following meeting minutes and note the delegated decisions contained therein:-**

- (a) Planning Committee – 31 May 2022 – It was **RESOLVED** that the minutes were signed as a true record.
- (b) Amenities & Estates Committee – 14 June 2022 – It was noted that Cllr Nolan Victory was not present and the minutes were manually amended by the Chair. The minutes were otherwise signed as a true record.

**22/95 To approve the minutes of the Eynsham Traffic Working Group meeting of 31 May 2022 and consider the recommendations contained therein** – It was **RESOLVED** that the minutes were signed as a true record. Cllr Crowley reported on recent Eynsham Community Speed Watch activities during which positive feedback was received. The proposed gateways were discussed. It was **RESOLVED** to approve the recommended wording and increased costs.

**22/96 Public Participation - to receive submissions from members of the public** – None.

**22/97 To receive an update report from Eynsham’s West Oxfordshire District Councillors** – Cllrs Dan Levy and Cllr Andy Goodwin sent their apologies for non-attendance. Cllr Carl Rylett provided an update on the new administration at West Oxfordshire District Council (WODC). It was noted that the Area Action Plan for Salt Cross Garden Village had been found sound by the Examiner, subject to main modifications. Disappointingly, low carbon initiatives are to be removed from the plan. A [Zero Carbon Toolkit](#) is available on WODC’s website.

**22/98 To receive an update report from Eynsham’s Oxfordshire County Councillor** – A written report was circulated.

**22/99 To receive an update on work at Conduit Lane and agree actions** – Oxfordshire County Council’s (OCC) planning application has been approved and a commencement date for the work is yet to be determined. A footpath closure order will remain in place until the work is complete.

**22/100 To consider amendments to the Planning Committee Terms of Reference** – It was **RESOLVED** to approve the amended Terms of Reference to permit co-option of non-members.

**22/101 To note problems with West Oxfordshire District Council’s Litter Bin Placement and Renewal Programme and agree actions** - WODC has informed the Council that bin emptying costs will more than double as of 1 April next year, from £1640 to £4313 p.a. The Clerk circulated a report of resolved and remaining bin issues. The bin at the Spareacre Lane shops is regularly overflowing and needs resolving. It was **RESOLVED** to install a bin at The Talbot Inn bus stop to replace the one removed by WODC. The Clerk has informed WODC that their ‘centre-oriented’ policy is flawed as it doesn’t accord with high pedestrian traffic areas in Eynsham.

**22/102 To consider approval in principle to the Allotment Association's proposal for installation of a composting toilet subject to final specification** – Flooding and environmental issues were raised as concerns, however it is expected these will be addressed in the final specification. It was **RESOLVED** to approve in principle the Allotment Association's proposal.

**22/103 To consider new gas and electricity contracts for the Pavilion and Bartholomew Room** – It was **RESOLVED** to approve a 12 month contract via Utility Aid with SSE.

**22/104 Cloudy IT**

- (a) To receive an update on systems/laptops and agree actions – The Deputy Clerk provided an update report on software updates to the laptops. It was noted that the performance of the first of the laptops to receive the update, has greatly improved the user experience. The updates continue to be worked through on the remaining devices. Village Hall wifi problems were being assessed during the Parish Council meeting and it was hoped these would now be resolved.
- (b) To approve a 12 month contract at current Microsoft rates and agree actions – Whilst noting Village Hall wifi problems, monthly costs and previous poor laptop performance, it was felt that the new way of working is a huge improvement on previous administrative systems. It was **RESOLVED** to enter into a 12 month agreement with Cloudy IT. Carried with one abstention.

**22/105 Finance**

- (a) To approve payment of accounts - 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. The Clerk answered queries raised.

**22/106 To receive the Master Project List and Dashboard Report** – The updated reports were noted. The Council continues to complete projects that were included in the Strategic Plan.

**22/107 To receive reports from Councillors representing the Council on outside bodies/meetings** – Councillors reported on a meeting held with Lloyds Pharmacy and Eynsham Medical Centre to understand problems with Lloyds' service. A report is available [online](#). It was noted that Cllr Rylett is a member of the Patient Participation Group and will provide reports in future. Cllr Macken reported on an informal meeting with Berkeley Strategic and New Reality Property (OCC) who are to jointly submit a planning application. Future regular meetings will be scheduled. Cllr Chen is to attend GreenTEA meetings and report back.

**22/108 To note the dates of the next Parish Council meetings (all at 7.30pm in the Village Hall unless otherwise indicated):-**

- (a) Traffic Working Group meeting – 28 June 2022 – 6.45pm.
- (b) Planning Committee meeting – 28 June 2022.
- (c) Amenities & Estates Committee meeting – 5 July 2022.
- (d) Finance & General Purposes Committee meeting – 12 July 2022.
- (e) Full Council meeting – 19 July 2022.

The meeting closed at 9.30pm.

**Schedule of Payments for approval at the Annual Parish Council Meeting  
21<sup>st</sup> June 2022**

PAYEE	INFORMATION	£
CLOUDY IT	IT SUPPORT – JUNE	481.92
WHITES CLEANING	BLACK BIN BAGS	12.41
OALC	TRAINING – CHAIRMANSHIP- DK	132.00
McCRACKEN & SONS LTD	GRASS CUTTING – MAY	734.26
McCRACKEN & SONS LTD	GRASS CUTTING – APRIL (PART MARCH)	1409.51
EYNSHAM PLAYING FIELD MANAGERS	SOCCER CAMP PITCH FEES	163.98
KATHERINE DOUGHTY	EXPENSES + MILEAGE	30.35
ROSS MACKEN	EXPENSES	208.01
COMMUNITY FIRST OXFORDSHIRE	ANNUAL SUBSCRIPTION	85.00

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.