



**Informal Parish Council Meeting Tuesday 19 July 2022 – 7.30pm – Remote via M.Teams**

**Eynsham Parish Council**

Cllr David Knight, Vice Chairman  
Cllr Sue Brown  
Cllr Milly Chen  
Cllr Katherine Crowe  
Cllr Tricia Crowley  
Cllr Sue Osborne  
Cllr Carl Rylett  
Cllr Nolan Victory  
Katherine Doughty, Clerk to the Council

3 members of the public were present.

1. The meeting was arranged to discuss items to be delegated to the Clerk (under the Scheme of Delegation) or to be deferred due to the cancellation of the Full Council meeting on the same date due to a red weather warning for extreme heat.
2. To approve the minutes of the Parish Council Meeting of 21 June 2022 – Deferred.
3. Public Participation - to receive submissions from members of the public – None.
4. To receive an update report from Eynsham's West Oxfordshire District Councillors – Cllr Rylett reported on last week's Cabinet meeting. West Oxfordshire District Council (WODC) is to make changes to Council buildings including staff to use the Town Centre shop and other buildings (part working from home, part working in an office). The Council is making transparency improvements to its meetings by making them available to view/join online. It was noted that the Salt Cross Garden Village Area Action Plan is moving forward as the Inspector has found it compliant subject to main modifications. It was felt disappointing however, that the Net Zero Carbon policy isn't compliant. It was noted that the Clerk asked the Inspector for his reasons for finding the policy non-compliant, however a response was received that reasons will not be provided at the current time. WODC provided a presentation on the UK Shared Prosperity Funding which the Clerk attended. The YouTube recording can be found at <https://www.youtube.com/watch?v=NFhnJnS0oRY>. Cllr Andy Goodwin reported that an informal Climate and Environment Group had been formed to focus on communities.
5. To receive an update report from Eynsham's Oxfordshire County Councillor – A written report had been circulated and published online.
6. To consider adopting West Oxfordshire District Council's Code of Conduct – Deferred.

7. To receive a verbal report from the Deputy Clerk regarding Dovehouse Close Play Area repairs and consider quotes - The ROSPA report is awaited. An extra Amenities & Estates Meeting will be called following receipt of the report to pursue prompt repairs and re-opening of the play area. Clerk advised that S106 funding is awaited for play equipment reimbursement at Old Witney Road Play Area. Deputy Clerk is to obtain quotes for repairs to the tunnel/slide unit in the meantime.
8. To consider a quote from Oxford Direct Services for various installation and repair tasks - Decision was delegated to the Clerk following informal discussions. It was agreed to install benches at The Square, move the fence by the Chilbrook at the Fishponds, install a concrete pad at Oxford Road Playing Field (South) for a bench and urgently make repairs at the Pavilion.
9. To consider waiving the Pavilion hire fee for a charity event - Decision was delegated to the Clerk following informal discussions. Cleaning fees only to be charged. Clerk is to consider drafting a charitable use policy.
10. To consider requesting S106 funds from West Oxfordshire District Council for the Pavilion Rebuild project - Decision was delegated to the Clerk following informal discussions. The Council has paid invoices totalling £11,053 in consultancy and other fees for the project to date. It was recommended and agreed that these are requested to be reimbursed by the sport allocation of the Thornbury Green S106 agreement.
11. Finance
  - (a) To approve payment of accounts - Decision was delegated to the Clerk following informal discussions. It was agreed to pay the accounts as presented.
  - (b) To approve bank reconciliation - Noted.
  - (c) To review the income and expenditure for the year to date - Noted.
12. To receive the Master Project List and Dashboard Report - Deferred.
13. To receive reports from Councillors representing the Council on outside bodies/meetings -
14. Cllr Crowley reported on a recent Parish Transport Representatives meeting. On-street parking enforcement was discussed. It was hoped that photos of tickets being issued to offending vehicles in Eynsham would promote more responsible parking. Clerk is to circulate Oxfordshire County Council's proposed A40 bus stops/shelters plans. Cllr Chen reported on a GreenTEA core group meeting. It was noted that the Parish Council's Speed Reduction Scheme was well received. First & Last Mile bus service and car sharing work need space on noticeboards. Clerk is to liaise with Cllr Chen accordingly. Cllr Chen (for GreenTEA) discussed the local car share scheme and recommended Councillors join. The model has community benefits for those who don't own a car, but who may occasionally need to use one.
15. 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 – 26 July 2022 – 6.45pm. (Cancelled)
  - (b) Planning Committee meeting – 26 July 2022 and 23 August.
  - (c) Amenities & Estates Committee meeting – 13 September 2022.
  - (d) Full Council meeting – 20 September 2022.

16. District Cllr Andy Goodwin raised concerns and proposals to address highway issues around Eynsham Primary School at school drop off and pick up times. A scheme of highway improvements to address safety concerns, illegal vehicle parking and idling is proposed. The proposal will be added to the September Full Council agenda for consideration, resolve process, costs and actions.

Meeting ended at 9.37pm.