

EYNESHAM PARISH COUNCIL

CLERK: KATHERINE DOUGHTY

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Council Summons & Agenda

21 September 2022

To All Members of the Council

You are hereby summonsed to attend the following meeting for the transaction of the business stated overleaf:-

Full Council Meeting
to be held on Tuesday 27 September 2022 at 7.30pm
at Eynsham Village Hall, Back Lane and remotely via M.Teams 

Supporting documents will be made available in the usual way and online.

If you are unable to attend in person, you may join the meeting via the above Teams link. However, only those who are physically in attendance are permitted by law to participate and your non-attendance will contribute to the vacation of office by failure to attend meetings.¹ Please forward any apologies for absence to the Clerk, as soon as they become known.

The public and press are welcome to attend either in person or remotely via M.Teams.²

The law³ allows the public proceedings of council meetings to be recorded which includes filming as well as audio-recording. Photography is also permitted. By attending this meeting, you are consenting to be filmed. As a matter of courtesy, please advise the Clerk if you intend to record any part of the proceedings.

A handwritten signature in black ink that reads 'K. Doughty'.

Katherine Doughty
Clerk to the Council

¹ Local Government Act 1972 s85

² Public Bodies (Admission to Meetings) Act 1960

³ Openness of Local Government Bodies Regulations 2014

1. **To receive apologies for absence.**
2. **To receive Declarations of Interest in agenda items.**

To receive any disclosable declarations of interest from Members in relation to any items to be considered at the meeting in accordance with the Council's Code of Conduct.
3. **Minutes**
 - (a) To approve and sign as a true record the minutes of the Parish Council Meeting of 21 June 2022.
 - (b) To approve and sign as a true record the minutes of the Amenities & Estates Committee meeting of 22 August 2022 and note the delegated decisions contained therein.
 - (c) To approve and sign as a true record the minutes of the Planning Committee meeting of 23 August 2022 and note the delegated decisions contained therein.
 - (d) To approve and sign as a true record the minutes of the Extra Finance & General Purposes Committee of 6 September 2022 and note the delegated decisions contained therein.
4. **Co-option to the Council - The Local Elections (Parishes and Communities) (England and Wales) Rules 2006 s5**
 - (a) To consider the co-option of Ann Partlett to the Council. If approved, a Declaration of Acceptance of Office form will be signed and witnessed by the Clerk and the member may immediately join the meeting.
 - (b) To consider the co-option of Beth Partlett to the Council. If approved, a Declaration of Acceptance of Office form will be signed and witnessed by the Clerk and the member may immediately join the meeting.
5. **Public Participation**

To receive submissions from members of the public for a period of 15 minutes. Members of the public may make representations on any matters, for no more than 5 minutes each in accordance with Standing Orders para 3. The meeting will adjourn for this item.
6. **To receive an update report from Eynsham's West Oxfordshire District Councillors and Oxfordshire County Councillor.**

To receive a short verbal update from Eynsham's District and County Councillors. The meeting will adjourn for this item.
7. **Oxfordshire County Council (Highways Infrastructure A40 HIF 2 Smart Corridor (Hill Farm to Dukes Cut)) (Side Roads) Order 2022.**

To note receipt of the Side Roads Order 2022 and agree actions (if applicable).
8. **To consider amendments to the Scheme of Delegation.**

To consider an amended Scheme of Delegation for approval which include the removal of headings only for clarity.
9. **Finance**
 - (a) To approve the Schedule of Payments and note which Councillors will authorise the payments.
 - (b) To approve the bank reconciliation.
 - (c) To review the income and expenditure for the year to date.
 - (d) To consider a training request for the Responsible Financial Officer.
10. **Master Project List and Dashboard Report.**
 - (a) To review the Master Project List and Dashboard Report.
 - (b) Officers to provide further information on projects/tasks if requested.
11. **To receive reports from Councillors representing the Council on outside bodies/meetings.**

To receive short verbal updates from Councillors who were assigned as representatives on outside bodies/meetings at the previous Annual Parish Council Meeting.

12. To note the dates of the next Parish Council meetings (all at 7.30pm in the Village Hall unless otherwise indicated):-

- (a) Finance & General Purposes Committee meeting – 11 October 2022.
- (b) Full Council meeting – 18 October 2022.
- (c) Amenities & Estates Committee meeting – 25 October 2022.
- (d) Extra Planning Committee meeting – to be advised.
- (e) Extra Traffic Working Group meeting – to be advised.

EXCLUSION OF THE PUBLIC AND PRESS: At the conclusion of this part of the agenda, the Chair will move 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.

13. Oxford Road Playing Field (South) and Fishponds.

- (a) To receive an update report and consider entering into an agreement with Fields in Trust.
- (b) To agree actions which may include further representation by Wellers Hedleys Solicitors.

14. Bartholomew Room.

- (a) To receive queries from members.
- (b) To resolve to enter into a lease agreement.
- (c) To resolve the arrangements for the existing furniture.
- (d) To resolve next steps and final arrangements.

15. Pavilion Lock-up

- (a) To receive background information and resolve to renew a licence.