



EYNESHAM PARISH COUNCIL

Parish Council Meeting held at
Eynsham Village Hall
7.30pm on Tuesday 21 February 2023

MINUTES

Councillors Present – Cllr R Macken (Chair), Cllr S Brown, Cllr M Chen, Cllr D Knight, Cllr A Mosson, Cllr S Osborne, Cllr A Partlett, Cllr B Partlett and Cllr C Rylett.

Also in attendance – Clerk to the Council. There were six members of the public in person and one joined remotely.

23/16 To receive apologies for absence – Cllr T Crowley. Cllr N Victory was not present.

23/17 To receive Declarations of Interest in agenda items – Cllr Brown declared an interest in item 23/26 which was non-pecuniary and was unrelated to Other Interests. Cllr Brown therefore participated in discussions and voting.

23/18 Minutes

- (a) It was **RESOLVED** to approve and sign as a true record the minutes of the Finance & General Purposes Committee of 10 January 2023.
- (b) It was **RESOLVED** to approve and sign as a true record the minutes of the Full Council meeting of the of 17 January 2023.
- (c) It was **RESOLVED** to approve and sign as a true record the minutes of the Extra Finance & General Purposes Committee of 24 January 2023.
- (d) It was **RESOLVED** to approve and sign as a true record the minutes of the Planning Committee of 31 January 2023.
- (e) It was **RESOLVED** to approve and sign as a true record the minutes of the Traffic Working Group of 31 January 2023. The recommendations were considered and approved.
- (f) It was **RESOLVED** to approve and sign as a true record the minutes of the Amenities & Estates Committee of 7 February 2023 and note the delegated decisions contained therein.

23/19 Public Participation – The Chair welcomed two members of public who were considering joining the Council. A member of public discussed the [Botley West Solar Farm](#) proposal and how they considered the land is highly sought after for this use. They urged the Council to work with the developers in the same way it would on housing development proposals in order to achieve benefits for residents.

23/20 To receive an update report from Eynsham's West Oxfordshire District Councillors and Oxfordshire County Councillor – County Councillor Dan Levy advised that his update report is available [online](#). Oxfordshire County Council's (OCC) budget has been approved at 2.99% increase with further money being spent on adult social care. It was noted that Hazeldene highways have now been adopted by OCC and the Clerk is making arrangements for the Parish Council to cut the grass verges on its behalf (in accordance with most of the rest of the village). District Councillor Carl Rylett reported that Old Witney Road will be closed to non-emergency vehicles for 3 April to 19 May to link the foul water for the Park & Ride to the village. WODC's Executive meeting is on 8 March in Carterton and then 19 April in Eynsham.

23/21 Oxfordshire County Council - Proposed Disabled Persons Parking Spaces - To consider proposals received from Oxfordshire County Council for a disabled persons parking space at

John Lopes Road (North side; opposite No. 2) and Merton Close (East side; outside No. 19). Eynsham Parish Council has no objection to the proposed parking spaces.

23/22 Amenities & Estates Committee – It was **RESOLVED** to appoint Cllr Beth Partlett and Cllr Ann Partlett as members of the Amenities & Estates Committees.

23/23 Events & Projects 2023/24

- (a) To consider a revised list of projects for the next financial year and agree actions. Members reviewed a draft list of projects for consideration. The revised list will be available at the [Annual Parish Meeting on 7 March, 7.30pm](#) for consultation/feedback.
- (b) To resolve to reserve a stand at Eynsham Carnival and agree actions – It was **RESOLVED** for the Parish Council to have a stand at the Carnival. Councillors and staff members will be rota-ed to man the stand throughout the day. Display materials and activities will be confirmed nearer the time.
- (c) To receive an update on organisation of the Annual Parish Meeting, resolve to print leaflets at approx. £126 (creating a budget overspend of £100) and agree actions – It was **RESOLVED** to print the leaflets which will be delivered to every house in the Parish. The informal format of the meeting will be held again and it is hoped many village organisations will display their information.
- (d) To consider arrangements for the King’s Coronation on 8 May 2023, agree any financial commitments and actions – It was **RESOLVED** to use and decorate the selfie screen and display Coronation bunting at The Square. The Council will provide support to village organisations as and when it is able to do so.

23/24 Botley West Solar Farm - To consider the Council joining a Botley West campaign group and agree actions – Following the Council’s decision to object to the current proposals, members debated whether to join the campaign group and its potential implications. It was felt that more information is needed on the membership of other councils; the group’s action plan and activities and whether those would bring the council into disrepute or be unlawful (against Code of Conduct). In consideration of this and being mindful of the impending pre-election period, it was agreed to defer the decision to the May Parish Council meeting.

23/25 Finance

- (a) It was **RESOLVED** to approve the Schedule of Payments at Appendix A.
- (b) It was **RESOLVED** to approve bank reconciliation.
- (c) To review the income and expenditure for the year to date. It was noted that a credit of £2500 has been received from OCC which is half the cost of the Vehicle Activated Sign for Witney Road.

23/26 Grant funding

- (a) To receive a summary of grant funds allocated for the 2023/24 financial year – The Clerk provided a summary of grants allocated.
- (b) To reverse the Eynsham Museum & Heritage Centre grant decision of £2000 which was approved by Full Council on 15 November 2022 – It was **RESOLVED** that in consideration of the revised lease arrangements, the grant of £2000 is not provided to the Eynsham Museum & Heritage Centre.
- (c) To consider a grant for Eynsham Day Centre of £2500 – It was **RESOLVED** not to award a grant on this occasion, but welcome an application next year if funds are still needed.
- (d) To consider a grant for Eynsham Cricket Club of £500 - It was **RESOLVED** not to award a grant on this occasion as Council funds are needed to support greater needs.

- (e) To consider a grant for Clean Slate – no amount quoted - It was **RESOLVED** not to award a grant on this occasion as it was unclear how many people are supported in the Parish.

23/27 Eynsham Village Hall - To consider changing the Council's office address to Eynsham Village Hall with immediate effect and purchase a secure postbox at £178 (creating a budget overspend of £101) – It was **RESOLVED** to change the Council's office address to Eynsham Village Hall with immediate effect.

23/28 To review the Master Project List and Dashboard Report – The Master Project List and Dashboard Report have been updated for Councillors to read.

23/29 To receive reports from Councillors representing the Council on outside bodies/meetings – Cllr Macken advised he is now a Superuser for Oxfordshire County Council's Fixmystreet service which enables him to mark up potholes and kerbs for prompt repair.

23/30 To note the dates of the next Parish Council meetings (all at 7.30pm in the Village Hall unless otherwise indicated):-

- (a) Planning Committee meeting – 28 February 2023
- (b) Finance & General Purposes Committee meeting – 14 March 2023
- (c) Full Council meeting – 21 March 2023

The meeting closed at 9.55pm.

SCHEDULE OF PAYMENTS

PAYEE	INFORMATION	£
CFO	MEMBERSHIP 2023-24	85.00
CLOUDY IT	IT SUPPORT – FEB	505.08
CLOUDY IT	WI-FI INSTALL	1278.00
CLOUDY IT	LAPTOP UPGRADES	2331.60
EVENLODE DIY	SUNDRIES	161.95
MCCRACKEN & SONS	GRASSCUTTING – AUG22	829.26
MCCRACKEN & SONS	GRASSCUTTING – SEPT22	1409.51
OXFORD DIRECT SERVICES	PLAY AREA REPAIRS	3342.00
OXFORD DIRECT SERVICES	MARKET SQ / VILLAGE REPAIRS	4200.64
OXFORD SECURITY SERVICES	LOCK UP – SEP 22 (INC.2 CALL OUTS)	744.00
OXFORD SECURITY SERVICES	LOCK UP – JAN 23	840.00
SPORTS & PLAY CONSULTING LTD	PROJECT CONSULTATION	2800.00
UBICO	PLAYAREA & STREETCLEAN – DEC	900.00
WHITES CLEANING	CLEAN PAV & BAR – 26DEC-22JAN	589.68
WHITES CLEANING	CLEAN PAV & BAR – 23JAN-19FEB	589.68
PELLMANS LLP	BARTHOLOMEW ROOM LEASE	2166.00
SLCC	RFO ADVERTISING	370.80
ST JOHN AMBULANCE	DEFIB CABINET PAVILION	606.00
R MACKEN	EXPENSES	215.90
D SHARP	EXPENSES	55.90
R JOHNSON	MILEAGE	14.76
K DOUGHTY	MILEAGE/EXPENSES	191.52

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.

PAYMENTS APPROVED SINCE THE LAST MEETING UNDER FINANCIAL REGULATIONS 4.1 BUT NOT YET PAID

CARLTON SERVICES	PAV COOKER CALL-OUT	168.00
CARLTON SERVICES	PAV COOKER REPAIR	744.00
OXFORDSHIRE CC	VAS POST WITNEY ROAD	466.39
PARKINSON PARTNERSHIP	MUSEUM LEASE FINANCIAL ADVICE	100.00
WHITES CLEANING	PAV & BAR TISSUE DISPENSERS	471.66