



# EYNESHAM PARISH COUNCIL

Parish Council Meeting held at  
Eynsham Village Hall and remotely by M.Teams,  
7.30pm on Tuesday 17 October 2023

## MINUTES

**Councillors Present** – Cllr R Macken (Chair), Cllr S Brown, Cllr T Crowley, Cllr A Mosson, Cllr A Partlett, Cllr B Partlett and Cllr C Rylett.

Also in attendance – Clerk to the Council and four members of the public.

**23/112 To receive apologies for absence** – Cllr M Chen and Cllr S Osborne.

**23/113 To receive Declarations of Interest in agenda items** – None.

### **23/114 Minutes**

- (a) It was **RESOLVED** to approve and sign as a true record the minutes of the Full Council meeting of [18 July 2023](#).
- (b) It was **RESOLVED** to approve and sign as a true record the minutes of the Amenities & Estates Committee meeting of [12 September 2023](#).
- (c) It was **RESOLVED** to approve and sign as a true record the minutes of the Full Council meeting of [19 September 2023](#).
- (d) It was **RESOLVED** to approve and sign as a true record the minutes of the Traffic Committee meeting minutes of [26 September 2023](#).
- (e) It was **RESOLVED** to approve and sign as a true record the minutes of the Planning Committee meeting minutes of [26 September 2023](#). The recommendation was deferred to the Traffic Committee meeting for consideration.

**23/115 Public Participation** – A member of the public raised concern at the structure of the Swinford Toll Bridge and recommended that a weight limit is introduced. County Cllr Levy was present and responded that the bridge is privately owned although Oxfordshire County Council (OCC) is in charge of highways. The bridge is in the Vale of White Horse which adds to the difficulty for OCC to pursue matters. Cllr Mosson raised concern that signage for Eynsham at Botley does not say 'via Toll Bridge' which would otherwise highlight its location and the need to pay. When asked whether the bridge owner repaid OCC for highway resurfacing works, Cllr Levy said he did not know who would obtain the answer. It was noted that OCC and the Parish Council are looking at how HGVs are accessing the village and will consider whether Swinford Toll Bridge should be included in the work.

**23/116 To receive an update report from Eynsham's West Oxfordshire District Councillors and Oxfordshire County Councillor** – The [County](#) report was received, circulated and uploaded to the website prior to the meeting. It was noted that all the development projects that impact Eynsham (A40 Improvements, Garden Village, Park & Ride, West Eynsham Strategic Development Area (SDA)), are not being undertaken in a holistic manner because they have been ongoing at different times. The revised A40 improvements (Housing Infrastructure Fund 2 project 'HIF2') proposals will focus on the Park and Ride and West Eynsham SDA junction and bus lanes between Eynsham and Oxford when Homes England re-confirm the funding. A longer-term view to resolving the A40 congestion is that sufficient vehicles will be removed with the implementation of the Cowley Branch line and Carterton-Witney-Eynsham-Oxford railway projects.

District Cllr Rylett reported that West Oxfordshire District Council (WODC) is consulting on a revised [Local Plan](#) - the deadline closes on 25 October. WODC now has a crowdfunding page which it may also contribute funds towards projects listed. WODC has been consulting on the

North Witney Strategic Development Area and has been in the local media regarding a lack of infrastructure at Windrush Place.

**23/117 Network Rail – Oxford Station** - The Council welcomed David Paull, Stakeholder Manager for Kier Infrastructure on behalf of Network Rail who provided an overview of the work being undertaken at Oxford Station and answered questions from members of the public. David explained the challenges that are faced when undertaking infrastructure projects such as this. Victorian engineering has reached a point of needing removal/replacement and in the case of Oxford Station, this now means the Botley Road will be closed until October 2024. Members of the public are able to view the work being undertaken by accessing the pedestrian bridge. The scheme is part of the Network Rail [Oxfordshire Connect](https://lineside.networkrail.co.uk/oxfordshireconnect) projects which also includes the connection of the Cowley branch line (currently being used for freight by BMW) and potential east-west routes to Milton Keynes/Cambridge and north-south routes to take freight from the south coast to the midlands thereby removing HGVs from roads. For further information and updates, residents may find the Network Rail Oxfordshire Connect newsletter beneficial. This can be subscribed at <https://lineside.networkrail.co.uk/oxfordshireconnect>.

**23/118 Finance**

- (a) It was **RESOLVED** to approve the Payment of Accounts (Appendix A refers).
- (b) Consideration of the bank reconciliation was deferred to the next meeting.
- (c) The income and expenditure for the year to date was reviewed.
- (d) Completion of the External Audit and auditor's certification was noted.

**23/119 Unauthorised street items** - Concern was raised at the increasing number of flyposting and unauthorised campaign materials. It was **RESOLVED** to:-

- (a) Ask the Communications Officer to draft an article for publishing online and in Eynsham News, to advise the free use of noticeboards and Eynsham Online for events.
- (b) Clerk to draft a policy that can be used to establish what course of action can be taken and by whom.
- (c) Communications Officer is to review the Communications Strategy and recommend any updates.

**23/120 To review the Dashboard Report** – Cllr Macken provided an overview.

**23/121 To receive reports from Councillors representing the Council on outside bodies/meetings** – Cllr Crowley advised that the next Parish Transport Representative meeting is scheduled for 14 November. Communications Officer is to seek views from residents for Cllr Crowley to address at the meeting. Cllr Macken and the Clerk held a Village Hall User Group meeting which was positive. The next key task is to address storage availability.

**23/122 To note the dates of the next Parish Council meetings at the Village Hall**

- (a) Amenities & Estates – 24 October 2023. 7.30pm
- (b) Traffic Committee meeting – 31 October 2023 at 6.45pm
- (c) Planning Committee meeting – 31 October 2023 at 7.45pm
- (d) Finance & General Purposes Committee meeting – 7 November 2023 at 7.30pm
- (e) Full Council meeting – 14 November 2023 at 7.30pm.

**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.

**23/123 Oxford Road Playing Field (South) & Fishponds –**

- (a) The correspondence from Fields in Trust was noted.
- (b) It was **RESOLVED** to approve and sign the amended documents.

The meeting closed at 9.10pm.

**Schedule of Payments for approval at the Parish Council Meeting  
17 October 2023**

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.

**INVOICES TO BE APPROVED FOR PAYMENT**

PAYEE	INFORMATION	£
Ady Podbery	Grass cutting – playing fields	364.80
Cloudy IT	IT Support – September	590.52
Evenlode DIY	Maintenance sundries	104.80
Evenlode DIY	Maintenance sundries	38.80
G Podbury	Carnival grass cutting	265.00
McCracken & Sons Ltd	Grass cutting September & OWR Play Area goalmouth work	2,597.26*
Moore	External audit fee 2022-23	756.00
Monarch Fire	Pavilion fire inspection	127.80
Monarch Fire	Village Hall fire inspection	173.50
M Pegram	Village hall window cleaning	17.50
Richard Wilkins	Expenses	138.60
Scoops of Oxford	Ice Cream for OWR open event	304.00
SLCC	Membership Fee for RB	146.00
Wicksteed	Old Witney Rd play area (95% of invoice)	84,315.33*
WODC	Waste collection pavilion Oct-Mar	312.00
WODC	Waste collection V Hall Oct-Mar	416.00

\* Payments under review by Officers before authorisation by the Bank.

**PAYMENTS APPROVED AND PAID SINCE THE LAST MEETING UNDER FINANCIAL REGULATIONS 4.1**

PAYEE	INFORMATION	£
Amazon	Dishwasher salt	51.99
Screwfix	Maintenance sundries	53.32
Screwfix	Village Hall Dorgards	776.93
B&Q	Maintenance sundries	65.74
Lloyds	Bank charges	3.00

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