



EYNESHAM PARISH COUNCIL

Parish Council Meeting held at
Eynsham Village Hall and remotely by MS.Teams,
7.30pm on Tuesday 19 March 2024

MINUTES

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

Also in attendance – Clerk to the Council and three members of public. The Deputy Clerk also attended the meeting remotely.

24/28 To receive apologies for absence – Cllr T Crowley and Cllr C Rylett. Cllr B Partlett was not present.

24/29 To receive Declarations of Interest in agenda items – None.

24/30 Minutes

- (a) It was **RESOLVED** to approve and sign as a true record the minutes of the Full Council meeting of 20 February 2024.
- (b) It was **RESOLVED** to approve and sign as a true record the minutes of the Planning Committee meeting of 27 February 2024.
- (c) It was **RESOLVED** to approve and sign as a true record the minutes of the Finance & General Purposes meeting of 12 March 2024. The Appraisal Policy was discussed and a minor amendment made. It was **RESOLVED** to approve the recommendations contained therein.

24/31 Public Participation – Two members of public participated in the HGV Routing Proposal.

24/32 To welcome Gigaclear to provide a short presentation on forthcoming work – A representative of Gigaclear provided an overview of the BDUK Gigabit fibre-broadband project work that will be undertaken in the village (mainly at Merton Court, Chilbridge Road, Station Road, Stanton Harcourt Road and Pinkhill Lane) next year. It was noted that <https://one.network> is recommended for monitoring planned highway/traffic disruptions. The slides are available online at <https://eynsham-pc.gov.uk/variable/organisation/37/attachments/BDUK-PC-Meeting-slide-deck-Eynsham-190324-10min-sssion.pdf>

24/33 To receive an update report from Eynsham's West Oxfordshire District Councillors and Oxfordshire County Councillor – None available.

24/34 Co-Option- To welcome Wendy Daniels to the meeting and consider her co-option – Wendy Daniels provided a short summary about herself. It was **RESOLVED** to co-opt Wendy Daniels with immediate effect and a Declaration of Acceptance of Office form was signed.

24/35 HGV Routing Proposal - In liaison with Oxfordshire County Council, to consider proposed signage at Mill Street directing HGV's via Thames Street and agree actions – Members of the public were welcomed to speak. The Council has been working with Oxfordshire County Council (OCC) to find options to deter HGV's accessing Acre End Street and damaging The Jolly Sportsman pub. Options considered included:-

- (a) prohibiting a right turn for all traffic into Acre End Street from Mill Street;
- (b) advisory signage on Mill Street advising HGVs and long vehicles to use Thames Street to turn into Acre End Street. (Advisory/visual signage also required at the B4449/Hanborough Road junction advising unsuitable for the centre of the village for HGVs);
- (c) Traffic Regulation Order (TRO) to prohibit any HGVs over the stated weight (e.g. 7.5t,18t) turning right from Mill Street into Acre End Street. Enforcement by police as a

moving traffic offence or by Oxfordshire Trading Standards (although enforcement resources are severely limited). The public can report infringements online;

- (d) remove the existing weight restriction from Witney Road to allow HGVs to enter into Eynsham from the A40; and
- (e) change the lower section of Mill Street to northbound only.

It was **RESOLVED** to pursue option (b) which has minimal cost and if problems continue, to consider pursuing option (c) at approx. £3-4k in addition to other traffic-related issues concerning the centre of the village (to be considered by the Traffic Committee in liaison with OCC).

24/36 Finance

- (a) It was **RESOLVED** to approve the Payment of Accounts (Appendix A refers).
- (b) It was **RESOLVED** to approve the bank reconciliation.
- (c) The income and expenditure for the year to date was noted.

24/37 Grounds Maintenance Team – The Council discussed its objective of undertaking all grass cutting in-house next year which requires new equipment. It was **RESOLVED** to submit a grant application to Westhive for grounds maintenance equipment and compost bay materials to support biodiversity/nature recovery verges.

24/38 Town and Parish Council UKSPF Biodiversity project – Cllr Macken provided an overview of the Nature Recovery Network's biodiversity project to date. It was **RESOLVED** to approve the additional grant funds to be paid directly to the Nature Recovery Network on the understanding that the funds:-

- (a) Will cover the cost of mowing Carnival Meadow, Oxford Road Playing Field South.
- (b) Will be used in areas around the Parish that are open to residents.
- (c) Are otherwise within the original scope of the WODC project guidelines.

It was agreed for the Communications Officer to liaise with the NRN to publish an article on the positive working relationship.

24/39 CAPZero - To note a request for a member to represent the Parish Council at a CAPZero Working Group and agree actions – The Chair provided some background information on the representative required. Regrettably, no Councillors can commit to being a representative for the working group.

24/40 To receive reports from Councillors representing the Council on outside bodies/ meetings – Cllr Osborne reported on an Allotment Association woodland project and will keep the Council updated. It was noted that the Annual Parish Meeting was well attended. It was felt the 2025 meeting could have Councillors available for a short surgery-type session after the Council's presentation, to discuss queries.

24/41 To note the dates of the next Parish Council meetings at the Village Hall

- (a) Traffic Committee meeting – 26 March 2024 at 6.45pm.
- (b) Planning Committee meeting – 26 March 2024 at 7.45pm.
- (c) Amenities & Estates Committee – 9 April 2024 at 7.30pm.
- (d) Full Council meeting – 16 April 2024 at 7.30pm.
- (e) Traffic Committee meeting – 23 April 2024 at 6.45pm.
- (f) Planning Committee meeting – 23 April 2024 at 7.45pm.

The Clerk provided information on the Oxfordshire County Council open day being held the following day for Councillors to attend.

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.

24/42 Parish Council Vehicle

- (a) To consider an updated quote for a Parish Council maintenance vehicle and agree actions – The quote was inaccurate and dismissed. It was **RESOLVED** to delegate

acceptance of a quote to the Clerk for a 5 year contract period, 500 hours use/servicing p.a. within the council's agreed budget.

- (b) To consider an all-party insurance quote for the maintenance vehicle and agree actions
 - It was **RESOLVED** to approve Howden's insurance quote at £452 p.a. subject to a maximum increase of £200 at the time of needing to commence the insurance cover.

The meeting closed at 9.30pm.

**Schedule of Payments for approval at the Parish Council Meeting
19 March 2024**

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	£
British Safety Council	GDPR training	273.60
Evenlode DIY	Maintenance sundries	100.05
Eynsham News	Double page spread – March	150.00
Kallkwik	A1 poster	47.40
K Doughty	Expenses inc, shredding & refreshments	318.77
M Pegram	Village Hall window cleaning	17.50
OALC	Membership 2024-25	1,137.37
Oxford Security Services	Alarm callouts x4	144.00
Pyrotec	VH Fire alarm service & test	512.40
R Wilkins	Travel Expenses	158.40
Shield Maintenance	Litter collection Feb	582.40
B&Q	Paint	54.00
Whites Cleaning	Pavilion Feb/Mar	505.44
SLCC	FiLCA training RB	144.00

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

PAYEE	INFORMATION	£
Esso	Fuel	8.29
Witney Glass	Toughened glass	24.00
Lloyds Bank	Monthly fee	3.00
B&Q	Village Hall kitchenette	802.96
Brothers Office Furniture	Office furniture	564.00
HM Land Registry	Land Registry fee	6.00
Projected Image	Poppy & dove of peace gobos	116.34