



EYNESHAM PARISH COUNCIL

Parish Council Meeting held at
Eynsham Village Hall and remotely by MS.Teams,
7.30pm on Tuesday 16 April 2024

MINUTES

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

Also in attendance – Clerk to the Council and one member of public.

24/43 To receive apologies for absence – Cllr S Brown and Cllr M Chen

24/44 To receive Declarations of Interest in agenda items – None.

24/45 Minutes

- (a) It was **RESOLVED** to approve and sign as a true record the minutes of the Full Council meeting of 19 March 2024.
- (b) It was **RESOLVED** to approve and sign as a true record the minutes of the Traffic Committee meeting of 26 March 2024.
- (c) It was **RESOLVED** to approve and sign as a true record the minutes of the Planning Committee meeting of 26 March 2024.
- (d) It was **RESOLVED** to approve and sign as a true record the minutes of the Amenities & Estates Committee meeting of 9 April 2024.

24/46 Public Participation – A member of the public queried use of a footpath in Newland Street. Cllr Macken provided background information and advised he will speak with the landowner concerned to close the matter.

24/47 To receive an update report from Eynsham's West Oxfordshire District Councillors and Oxfordshire County Councillor – County Cllr Levy's update report was circulated to members and published online. District Cllr Carl Rylett advised that due to forthcoming elections, there is little to report other than the Salt Cross Area Action Plan examination is going to be re-opened due to the recent High Court ruling (timescales unknown).

24/48 Witney Radio – A request has been received from Witney Radio FM for an additional antenna to be installed adjacent to the existing antenna at the Village Hall to allow Eynsham to receive Digital Audio Broadcasts. It is understood that the proposal complies with Permitted Development planning rules. It was **RESOLVED** to provide permission for installation of the additional antenna and to liaise with Witney Radio FM accordingly.

24/49 Finance

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

24/50 SLCC National Conference – It was **RESOLVED** that the Deputy Clerk may attend the SLCC National Conference (silver package) in October 2024.

24/51 To receive reports from Councillors representing the Council on outside bodies/ meetings – It was noted that Cllr Crowley will be attending a Co-Wheels event and will report back.

24/52 To note the dates of the next Parish Council meetings at the Village Hall

- (a) Planning Committee meeting – 23 April 2024 at 7.30pm.
- (b) Amenities & Estates Committee – 14 May 2024 at 7.30pm.
- (c) Traffic Committee meeting – 21 May 2024 at 6.45pm.
- (d) Planning Committee meeting – 21 May 2024 at 7.45pm.
- (e) Annual Parish Council meeting – 28 May 2024 at 7.30pm.

The meeting closed at 8.02pm.

**Schedule of Payments for approval at the Parish Council Meeting
16th April 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

| REF | PAYEE | INFORMATION | £ |
|------------|---------------------------------|---|----------|
| 24/001 | OALC | Cyber security training SR | 30.00 |
| 24/002 | B&Q (Screwfix Direct) | Kitchenette sundries | 87.80 |
| 24/003 | Evenlode DIY | Maintenance sundries | 60.83 |
| 24/004 | Lowe & Oliver | Village hall electrical work | 204.72 |
| 24/005 | Rialtas Business Solutions | Omega finance package | 666.00 |
| 24/006 | Screwfix | Kitchenette sundries | 5.58 |
| 24/007 | B&Q (Screwfix Direct) | Kitchenette sundries | 53.69 |
| 24/008 | Seldram Supplies | Village hall cleaning materials | 170.01 |
| 24/009 | Seldram Supplies | Village hall cleaning materials | 50.40 |
| 24/010 | Shield Maintenance | Routine waste collection March | 582.40 |
| 24/011 | SLCC | Community Governance 2 nd payment KD | 3,250.00 |
| 24/012 | SLCC | SLCC membership KD | 383.00 |
| 24/013 | SLCC | Managing Village Halls training KD | 27.00 |
| 24/014 | B&Q (Screwfix Direct) | Kitchenette sundries | 36.95 |
| 24/015 | Viking Direct | Monitor mount | 72.53 |
| 24/016 | Viking Direct | Office chair | 85.79 |
| 24/017 | Viking Direct | Vacuum jugs | 112.75 |
| 24/018 | Whites Cleaning Company | Pavilion cleaning materials | 95.94 |
| 24/019 | Ady Podbery | Playing fields grass cutting March | 182.40 |
| 24/020 | McCracken & Son Ltd | Village Grass Cutting | 1080.00 |
| 24/021 | Oxfordshire Play Association | Grant 2024/25 | 500.00 |
| 24/022 | Bartholomew Players | Grant 2024/25 | 1500.00 |
| 24/023 | Eynsham Village Show | Grant 2024/25 | 250.00 |

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

| REF | PAYEE | INFORMATION | £ |
|------------|-----------------|-------------------------------|----------|
| CC24/001 | B&Q | Kitchenette sundries | 15.00 |
| CC24/002 | Breathe HR | HR software March | 28.56 |
| CC24/003 | Projected Image | Dove of Peace gobo | 62.34 |
| CC24/004 | Tesco | APM refreshments | 24.40 |
| CC24/005 | Viking Direct | Archive boxes | 37.68 |
| CC24/006 | Witney Glass | Replacement noticeboard glass | 24.00 |
| 25/019 | Hallmaster | Facilities booking software | 265.00 |