

EYNESHAM PARISH COUNCIL

CLERK: KATHERINE DOUGHTY

Village Hall, 46 Back Lane, Eynsham, Witney, Oxfordshire OX29 4QW

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Council Summons & Agenda

12 June 2024

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 18 June 2024 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.

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.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.

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**
To approve and sign as a true record the minutes of the Annual Parish Council Meeting of 28 May 2024.
4. **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.
5. **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 remain adjourned for this item.
6. **Christmas decorations**
To consider a request to decorate The Square at Christmas and agree actions.
7. **Communications**
 - (a) To consider a series of interviews and coverage with WRFM radio and agree actions.
 - (b) To consider content for our stand at Eynsham Carnival and agree a rota.
 - (c) To agree costs for a new noticeboard at Thornbury Green and agree actions.
8. **Finance**
 - (a) To approve payment of accounts.
 - (b) To approve bank reconciliation.
 - (c) To review the income and expenditure for the year to date.
9. **Grant application**
To consider a grant application for Eynsham Parks and agree actions.
10. **Memorial tree**
To consider a request for a memorial tree and agree actions.
11. **To review the Dashboard Report.**
Officers to provide information on projects/tasks as required.
12. **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.
13. **To note the dates of the next Parish Council meetings at the Village Hall**
 - (a) Planning Committee meeting – 25 June 2024 at 7.00pm.
 - (b) Full Council meeting – 9 July 2024 at 7.30pm.
 - (c) Amenities & Estates Committee meeting – 16 July 2024 at 7.30pm.
 - (d) Planning Committee meeting – 23 July 2024 at 6.45pm.
 - (e) Finance & General Purposes Committee meeting – 23 July 2024 at 7.45pm.