



# EYNESHAM PARISH COUNCIL

Full Council meeting held at  
Eynsham Village Hall, 19:30pm on Tuesday 24 February 2026.

## MINUTES

**Councillors Present:** Cllr Jon Crowe, Cllr Sue Brown (Chair of meeting), Cllr Carl Rylett, Cllr Ann Partlett, Cllr Charles Amos.

**Absent:** Cllrs Crowley, Macken, Dickinson, Mosson, Osborne, Ramen, Chen and Lee-Roles.

**Officers present, in Person:** Michelle Legg (Clerk)     **Online:** Richard Wilkins (Deputy Clerk) and Sarah Brown (Responsible Finance Officer)

**Members of the public present: In person: 3 Online: 0**

**The meeting opened at 19:35, (the meeting was inquorate until this time) and closed at 20:48.**

### **26/22 To receive apologies for absence**

Cllr Crowley's apologies had previously been agreed and accepted by the council. Further apologies were received, accepted and approved from Cllrs Macken, Dickinson, Chen and Mosson and Osborne.

**26/23 To receive Declarations of Interest in agenda items - none**

**26/24 The council RESOLVED to approve the minutes of the Full Council meeting of 20th January 2026.** The minutes were duly signed by Cllr Brown as a true record of the meeting.

**The meeting was adjourned between 19:40 and 19:54 for Item 26/25.**

### **26/25 Public participation (Public Bodies (Admission to Meetings) Act 1960)**

**Resident** – thanked EPC for Witney Rd play area. Raised issue of churned up grass area outside the play area, which is partly owned by Bartholomew School. The Deputy Clerk and Clerk are addressing this with the school. Also raised the issue where the grass has grown back on the footpath by the Evenlode. Cllr Rylett has had similar issues, and the Clerk advised the resident to report this on Fix My Street. Resident also reported flowing water from house on Swan St. Cllr Brown agreed to contact the adjacent property owner

**Representatives from Eynsham Society** – regarding running of the village hall. Advised to contact officers to discuss their individual concerns.

### **26/26 To receive an update report from Eynsham's West Oxfordshire District Councillors (WODC) and Oxfordshire County Councillor (OCC).**

OCC Cllr Levy had sent his apologies and his written report circulated prior to the meeting. WODC Cllr Rylett reported that the Salt Cross Area Action Plan is being considered by WODC at its meeting on 25<sup>th</sup> February.

### **26/27 Finance Report for 2025-26 up to 31-01-2026**

- a. The council RESOLVED to the approve Schedule of Payments. Cllrs Mosson, Brown and Osborne to be contacted to authorise online payments.
- b. The council RESOLVED to approve the bank reconciliations up to 31.1.2026. Cllr Brown duly signed the bank reconciliation and statements.
- c. The council RESOLVED to approve the credit card statement and Cllr Brown duly signed the reconciliation and statement.
- d. The council noted the monthly financial monitoring report

**26/28 To approve Finance Committee recommendation for Grant Applications 2026-27**

<b>Group/Organisation Name</b>	<b>Grant Requested</b>	<b>Grant Proposed</b>	<b>Council Decision</b>
Citizens Advice	£1,000.00	£200.00	Approve
Eynsham Cinema	£389.00	£250.00	Not approved*
Eynsham Online CIC	£400.00	£400.00	Approve
Eynsham Medical Group	£2,000.00	£0	Approve
Eynsham Museum & Heritage Centre	£500.00	£250.00	Approve
Eynsham Youth Club	£2,887.00	£0	Approve
Nature Recovery Network	£884.74	£250.00	Approve
Oxfordshire Play Association	£1,000.00	£500.00	Approve
WRFM	£500.00	£250.00	Approve

The RESOLVED to approve the Finance Committee recommendation, with the exception of the grant to Eynsham Cinema. \*This would be reviewed after a discussion between Cllr Macken and hirer has taken place regarding an increase to the cinema's admission charges.

It was noted that Eynsham Parks will meet to discuss how the charity can support Eynsham Youth Network with use of Eynsham Sports Pavilion. *Action: Clerk/Deputy Clerk to add item to the agenda.*

**26/29 The council RESOLVED to reaffirm appointment of Auditing Solutions Ltd as the council's internal auditors.**

**26/30 To council noted the Delegated Authority decisions Clerk/Deputy Clerk/RFO and Chair Cllr Ross Macken or Vice Chair Cllr Sue Brown between 21st January and 24th February 2026**

**26/31 The council noted the Officers updates.**

**26/32 To council RESOLVED to pause the use of X from our communication channels** *Action: Communications Officer to action.*

**26/33 To review and approve council policies and documents**

- a. Vexatious Complaints Policy. The council RESOLVED to adopt this policy
- b. Website Accessibility Statement – The council RESOLVED to adopt this policy pending an addition regarding colour contrast.
- c. Death of a Significant Figure. The council RESOLVED to adopt this protocol.

*Action: Clerk to update, circulate and upload to website.*

**26/34 To council RESOLVED to support for the Neighbourhood Plan Working Group's Local Green Space locations.** *Action Clerk and Communications Officer to seek community support for the collection in statements, images and other information to support the proposals,*

**26/35 To council RESOLVED not to respond to Cherwell District & West Oxfordshire District Council's consultation on Proposed Disabled Person's Parking Places Consultation**

**26/36 Pavilion Working Group**

- a. The council RESOLVED to appoint Nick Relph to the Pavilion Working Group
- b. The Deputy Clerk gave an update from a meeting with OFA on 12th Feb 2026. Currently Eynsham does not meet the criteria for OFA funding for changing rooms. The option to upgrade the football pitches was discussed, utilising some of the s106. This approach would utilise £127,000 of external funding and involve the purchasing of new equipment. An updated officers' report will be shared with the Working Group and a recommendation presented to the council in due course. Officers are working with Cllr Brown to draft and circulate a community survey.

**26/37 To consider or receive an update on traffic and connectivity and agree actions**

- a. Report from Public Transport Representative (PTR) - Next PTR meeting Tuesday 10 March.
- b. LCWIP Project update - nothing to report.
- c. Community Speed Watch (CSW) – nothing to report.

**26/38 To receive reports/updates from Councillors representing the Council on outside bodies including**

- a. Allotment Association – Cllr Osborne not present so nothing to report
- b. Eynsham Primary School – nothing to report
- c. GreenTEA – Cllrs Chen and Dickinson not present so nothing to report
- d. Youth Network – Eynsham Parks will meet to discuss the use of Eynsham Sports Pavilion.
- e. A40 improvement project
- f. Community Emergency Plan

Cllr Rylett confirmed that nine trees (2 pears and 7 apple) had been planted on Cottsway Housing Land.

**26/39 To council noted the date of the next Parish Council meeting at the Village Hall - Tuesday 17th March 2026.**

**26/40 EXCLUSION OF THE PUBLIC AND PRESS:**

The Chair moved that, considering the confidential nature of the business to be discussed, the public, press and broadcast media were excluded for the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960.

The one remaining member of the public left the meeting.

**26/41 To consider Grass Cutting contract**

The council RESOLVED to award the Grass Cutting contract for 2026-27 to McCracken (£14,406 exc. VAT).