



EYNESHAM PARISH COUNCIL

Full Council held at
Eynsham Village Hall, 19:30pm on Tuesday 21 April 2026

MINUTES

Councillors Present: Cllr Ross Macken (Chair), Cllr Sue Osborne, Cllr Andy Mosson, Cllr Tricia Crowley, , Cllr Charles Amos, Cllr Ann Partlett, , Cllr Jon Crowe, Cllr Lucy Dickinson.

Councillors Absent: Cllrs Sue Brown, Carl Rylett, Annika Ramen, Jovan Lee-Roles.

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

Members of the public present: In person: 6 Online: 0

The meeting opened at 19:30 and closed at 21:45.

26/56 To receive apologies for absence – The council RESOLVED to accept and approve apologies from Cllrs Brown and Rylett.

26/57 To co-opt to fill three vacancies (Local Government Act 1972 s82) No co-optees came forward.

26/58 To receive Declarations of Interest in agenda items. Cllr Dickinson declared a non-pecuniary interest in Item 26/60 as a member of GreenTEA and Low Carbon Hub

26/59 To approve the minutes of the Full Council meeting of 17th March 2026. The council RESOLVED to accept the minutes from the meeting after agreeing on amendments to item 26/50b. This amendment was initialled by the Chair, before signing them as a true record of the meeting.

26/60 To receive a presentation from Julian Fifield to discuss support for a Community Rooftop Solar Farm. The Chair welcomed Julian Fifield to the meeting. The Chair also asked representatives from Low Carbon Oxford to speak, adding context to the initiative.

The meeting adjourned at 19:51 for items 26/61 and 26/62.

26/61 Public participation (Public Bodies (Admission to Meetings) Act 1960)

Two representatives from Eynsham Youth Network attended to provide an update. Youth Club at the Sports Pavilion will begin shortly and are seeking support for a container to be placed in the Sports Pavilion car park. This will be discussed at a future Parish Council and Eynsham Parks meeting. Anyone interested in helping out can email eynshamyouthnetwork@outlook.com

26/62 To receive an update report from Eynsham's District and County Councillors

- a. OCC Cllr Dan Levy: OCC have approved the recommendations from the recent consultation which will see Eynsham Fire Station remaining open.
Road repairs have been completed on the A40, however councillors raised issues on at the A40 roundabout. Cllr Levy has challenged OCC officers on the costs for a TTRO for Oxford Rd during Play & Activity Day. Cllr Parlett raised an issue with Dix Pit and charges.
- b. WODC Cllr Dan Levy: Garden waste bins are being collected without the issuing of stickers. The council are now in the pre-election period.

The meeting resumed at 20:04

26/63 Finance Report for 2025-26 up to 31-03-2026

- a. The council RESOLVED to approve the updated Schedule of Payments – Cllrs Macken and Osborne agreed to approve the online payments.
- b. The council RESOLVED to approve the bank reconciliation up to 31.03.2026. The Chairman duly signed the bank reconciliation and statements.

- c. The council RESOLVED to approve credit card statement. The Chairman duly signed the bank reconciliation and statements.
- d. The Chair gave a brief presentation on the preliminary end of financial year reports.

26/64 To consider community grant application from Eynsham Village Show

The council RESOLVED to approve a grant for £250.00 that will be held in credit towards the hire of the Village Hall. The council also would like clarification on event costs and suggested an entry fee for other attendees or donation bucket and sponsorship.

26/65 To approve Finance Committees recommendations for Fees and Charges for Eynsham Village Hall for 2026-27. The council RESOLVED to accept the Finance Committees recommendation.

26/66 To consider recommendations from Open Spaces Committee for:

- a. Skatepark repairs. The council RESOLVED to agree for officers to spend up to £11,500 to carry out repairs, pending further quotes and finance committee review of available reserves.
- b. Schedule of works for Dovehouse Wood Trees. The council RESOLVED to approve the quote from Jenks for tree work (£10,710 exc. VAT)

26/67 To consider request from Siemens for access to Oxford Rd Car Parks

The council RESOLVED to support the use of the Oxford Rd North site, Mon-Fri daytime, with a three-month trial.

26/68 The council noted the Delegated Authority decisions Clerk/Deputy Clerk/RFO and Chair Cllr Ross Macken or Vice Chair Cllr Sue Brown between 18th March and 21st April 2026.

26/69 To receive updates from Officers

- a. The council noted the updates from Officers on recent activities and Strategic Plan
- b. The council noted the comments following the Annual Parish Meeting

26/70 To review and approve council policies and documents and agree actions

- a. The council RESOLVED to approve the Tree Policy
- b. The council RESOLVED to approve the Terms of reference for Children's Food Forest Garden with the additional reference for unattended children.
- c. The council RESOLVED to approve the Terms of reference for Dovehouse Play Area Working Group. The council RESOLVED to appoint Cllr Rylett and Crowe to the working group.

Action: Clerk to contact Cllr Lee-roles.

26/71 To approve appointments and external council representatives

- a. Following a proposal by Cllr Osborne, seconded by Cllr Partlett, the council RESOLVED to approve the appointment of Cllr Dickinson to Open Spaces Committee.
- b. The council RESOLVED to approve the removal of Cllr Crowe from Neighbourhood Plan Working Group
- c. The council RESOLVED to reappoint Milly Chen as a parish council's appointed trustee for Bartholomew Education Trust until 2029.

26/72 To consider or receive an update on traffic and connectivity and agree actions

- a. Report from Public Transport Representative (PTR) – Slides from the PTR meeting held on Tuesday 10 March were shared prior to the meeting. Highlights from the meeting included; S2 is being replaced by the X52 Cotswold service. Changes are expected when the Botley Rd reopens. The next meeting takes place on 14th July 1.30pm.
- b. LCWIP Project update - nothing to report
- c. Community Speed Watch (CSW) – nothing to report
- d. A40 improvement Project – nothing to report

26/73 To receive reports/updates from Councillors representing the Council on outside bodies including

- a. Allotment Association – all allocated and none on waiting lists.
- b. Eynsham Primary School – no updates
- c. GreenTEA – AGM 27th April 2026. Show of national briefing films on climate change scheduled for June 2026.

- d. Youth Network – discussed in Item 26/61
- e. Community Emergency Plan – no updates

26/74 To note the date of the next Parish Council meeting at the Village Hall - Tuesday 19th May 2026

26/75 EXCLUSION OF THE PUBLIC AND PRESS:

At the conclusion of this part of the agenda, the Chair will move 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.

26/76 To consider signing an agreement for £4,000 of external funding for 4 new benches.

The council RESOLVED to approve the Clerk signing the document.

26/77 To consider Heads of Terms and Lease for Padel People and in the village

The document discussed was an early draft, to which councillors had added comments. These would be taken on board once this was to be progressed further, pending updates from Corpus Christi and their land agents.

26/78 To consider ownership of land behind current burial ground to facilitate a PC owned extension burial ground, in line with EPC Strategic Plan. The council RESOLVED to agree to accept the offer of the land and to start the legal process.