



EYNSHAM PARISH COUNCIL

Parish Council Meeting
held remotely at 7.30pm
on Tuesday 20 October 2020

MINUTES

Councillors Present – Cllr G Beach (Chairman), Cllr M Chen, Cllr K Crowe, Cllr R Macken, Cllr A Mosson, Cllr S Osborne, Cllr N Relph, Cllr C Rylett and Cllr M Zumbuhl.

Also in Attendance – Clerk to the Council. There were three members of the public present.

20/209 To receive apologies for absence – Cllr S Brown and Cllr F Zealley.

20/210 To receive Declarations of Interest in agenda items – Cllr Zumbuhl declared a personal interest in 20/215 and abstained from the item.

20/211 To approve the minutes of the Parish Council Meeting of 6 October 2020 – It was **RESOLVED** that the minutes were signed as a true record.

20/212 Public Participation – Oxfordshire County Cllr Mathew provided an update report. It was noted that the parking bays and lining work Road Traffic Order has been approved and will be progressed following a site meeting. Complaints continue to be received concerning Swinford Toll Bridge's appalling surface. Repairs undertaken by the bridge owner have already been washed away. Oxfordshire County Council (OCC) is recommending that their contractors undertake the work to the required standard which is then to be reimbursed by the bridge owner. Part 2 of OCC's Minerals & Waste Plan is being reconsidered and a delay is now likely until the new year.

20/213 To receive correspondence – Oxford Preservation Trust email. Members accepted an offer for a site visit to Lord's Farm Barn. Clerk is to respond accordingly.

20/214 To receive the Clerk's Report – The Clerk provided an update on tasks.

20/215 To consider hire fees for the Sports Pavilion in view of altered hire arrangements – It was **RESOLVED** that the hire fee of £11 per hour is payable for use of the toilets in the changing rooms only (terms to be provided in writing). Clerk is to pursue Legionella testing and liaise with the Responsible Finance Officer accordingly.

20/216 To consider a quote for repairs to Dovehouse Close Play Area and agree actions – Item was deferred pending receipt of further quotes.

20/217 To consider a quote for various maintenance tasks in the Parish and agree actions – It was **RESOLVED** that (a) Earth Anchor's quote is accepted for the replacement and installation of new benches. (b) CD Building Services' quote is accepted for the removal of paving slabs at Dovehouse Close verge and installation of a new waymarker post at Wharf Stream Way. Members considered a quote of £2900 for the repair of Barnard Gate's bus shelter and felt the work could not be justified since there are no bus services and the level of other use wasn't fully understood. It was **RESOLVED** that the Clerk respond to the resident requesting that if Barnard Gate residents require the shelter to be repaired (bearing in mind it is not owned by Eynsham Parish Council), residents will need to consider how the bus shelter may be put to a fuller use (ie little library, community plant sales stand, information exchange) in order for such substantial funds to be provided for the shelter's repair.

20/218 To consider installing a new litter bin at Oxford Road Play Area at £320.00 – It was **RESOLVED** to install a new bin due to vandalism caused to the previous bin.

20/219 To note Oxfordshire County Council has approved the Council's Traffic Regulations Order and agree actions – An OCC Officer is to attend a site meeting at Queen Street/Orchard Close junction to review the double yellow lines scheme and then liaise with the Council.

20/220 Fishponds matters

- (a) To consider a request for use of the Abbey image – It was **RESOLVED** to provide permission and the Clerk is to obtain the original digital artwork for future use.
- (b) To note vandalism of the dry wall and agree actions – The vandalism is being reported in the next Eynsham News. Vandalism costs are to be raised in a future edition.
- (c) To consider Chilbrook maintenance by Fishponds volunteers – It was **RESOLVED** to add checking for debris in the Chilbrook to the Risk Assessment and for any identified items to be assessed in consideration of water levels/safety, for removal by the Council.
- (d) To receive an update on work to steps at the ramp – It was noted that the work is due to start in the near future.
- (e) To reconsider previously postponed sedge/tree work at the dipping pond – A specification for work will be drafted with a representative of the Nature Recovery Network.
- (f) To consider repairing the car park wall – It was **RESOLVED** to undertake minor repairs to the wall.
- (g) To note the log bench beside the pond needs replacing and consider options – Noted that the log is rotten and needs replacing. Advice and options are to be considered.

20/221 Finance

- (a) To approve payment of accounts – It was **RESOLVED** to pay the accounts as presented. Appendix A refers.
- (b) To approve bank reconciliation – It was **RESOLVED** to approve the bank reconciliation.
- (c) To be advised of income and expenditure - Reports previously circulated were noted.
- (d) To consider subscriptions for the Responsible Financial Officer for AAT £208 (£159 p.a.) and SLCC £117 (£109 p.a.) – It was **RESOLVED** to approve the subscriptions.

20/222 Planning matters

- (a) To consider planning application (20/02197/HHD - 2 Cassington Road - Alterations and erection of two storey front extension and first floor front extension above existing entrance – No objection.
- (b) To review the planning applications log and note recent decisions – The log was noted.
- (c) To note receipt of the [West Eynsham SDA Access Strategy Report](#) and agree actions – The report was reviewed. A response will be drafted in readiness for the forthcoming District Council consultation.
- (d) To consider a draft response and agree actions for planning application 20/01734/OUT Salt Cross Garden Village – The draft response was discussed and final amendments made.
- (e) To consider the Council's involvement in a Community Land Trust (or similar) for Salt Cross Garden Village – It was **RESOLVED** that the Council is supportive of a Community Land Trust and wish to explore options and principles further.
- (f) To consider drafting a response to the Salt Cross Garden Village Area Action Plan consultation and agree actions. Cllr Crowe left the meeting. The draft response was discussed and final amendments made. Standing Orders were suspended in order for the meeting to exceed its 2.5 hours limit (item 3. (x) refers).

20/223 To receive reports from Councillors representing the Council on outside bodies/ meetings – Cllr Beach briefly raised the Covid-secure Remembrance Service arrangements. Cllr Rylett reminded members of forthcoming Community Land Trust meetings and advised that Thames Valley Police will be attending the next District Council meeting.

20/224 To note dates of the next Parish Council meetings:-

- (a) Full Council Meeting – 20 October at 7.30pm.
- (b) Full Council Meeting – 3 November at 7.30pm.

At the conclusion of this part of the meeting, 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.

20/225 To note and resolve an increase in Bartholomew Room Refurbishment Project costs by 5% and agree actions – It was **RESOLVED** that the Project Manager's report was noted and increased costs approved in consideration of the time lapsed since receiving the Tender Report.

20/226 To consider applying for a loan from the Public Works Loan Board instead of West Oxfordshire District Council due to its inability to consider the Council's loan application imminently – In consideration that it is unknown when the District Council is able to consider the Parish Council's loan application for £100,000, it was **RESOLVED** to apply for a Public Works Loan instead to enable the project to begin imminently.

20/227 To receive an update on a complaint made to West Oxfordshire District Council and agree actions – An oral update was provided and matters are to be held in abeyance until further information is available.

The meeting closed at 10.45pm.

**Schedule of Payments for approval at the Parish Council Meeting
20th October 2020**

PAYEE	INFORMATION	£
KATHERINE DOUGHTY	MILEAGE	43.38
MICROSHADE BUSINESS CONSULTS	OMEGA HOSTING – OCT 2020	64.80
UBICO	PLAYAREA UPKEEP+ STREETCLEAN-AUG	930.00
UBICO	PLAYAREA UPKEEP+STREETCLEAN-SEPT	900.00
UBICO	OXFORD RD PLAYAREA HEDGE CUT 21/7	237.89
WODC	GRASS CUTTING - AUGUST	666.70
WODC	GRASS CUTTING – JULY	572.46
WODC	WASTE COLLECT CHURCH OCT-MAR	344.50
WODC	DOGBIN EMPTY OCT-MAR	486.82
WODC	WASTE COLLECT PAV OCT-MAR	171.34
OXFORD SECURITY SERVICES	PLAYING FIELDS – LOCK UP -SEPT	672.00
PLAYDALE PLAYGROUNDS	RESISTOR KEY + SPARES	13.37
VIKING	LATEX GLOVES X 100	10.45
VIKING	STATIONERY + GLOVES + CLOTHS	214.28
ADT FIRE&SECURITY PLC	INTRUDER ALARM MAINTENANCE	172.98
MOORE	EXTERNAL AUDIT 2019/20	480.00
MONARCH FIRE	CALLOUT + EXTINGUISHER - PAV	40.20
MONARCH FIRE	CALLOUT + EXTINGUISHER – BAR	40.20
JENKS OXFORD	CALLOUT – WILLOW TREE TO CLEAR	618.00
KIM BEDFORD	TRAINING	300.00