



EYNESHAM PARISH COUNCIL

Parish Council Meeting
held remotely at 7.30pm
on Friday 23 April 2021

MINUTES

Councillors Present – Cllr G Beach (Chairman), Cllr S Brown, Cllr M Chen, Cllr D Knight, Cllr A Mosson, Cllr S Osborne, Cllr N Relph, Cllr C Rylett, Cllr F Zealley and Cllr M Zumbuhl.

Also in attendance – Clerk to the Council and the Responsible Financial Officer/Deputy Clerk.
There were two members of the public present.

21/59 To receive apologies for absence – Cllr K Crowe and Cllr R Macken.

21/60 To receive Declarations of Interest in agenda items – None

21/61 To approve the minutes of the Parish Council Meeting of 6 April 2021 – It was **RESOLVED** that the minutes were signed as a true record.

21/62 Public Participation – Cllr Charles Mathew, Oxfordshire County Council (OCC) reported that the Acre End Street bus stop build out is being considered at OCC's Cabinet meeting next week. It is proposed that the build out will be trialled for 12 months and then reviewed. Cllr Mathew thanked those who took part and to everyone for their support over the years.

21/63 To receive correspondence and agree actions.

- (a) Oxfordshire Blue Plaques Board re a plaque for Aelfric. Noted this will now be scheduled for 2022.
- (b) Resident re roadside gate at Oxford road Play Area. On understanding the comments in relation to this gate (as opposed to the yellow play area gate), it was agreed to install a self-closing mechanism and make it push direction only, into the play area footpath.

21/64 To receive the Clerk's Report – The Clerk provided an update. Clerk is to pursue installation of the additional waymarker post for Wharf Stream Way.

21/65 To consider quotes for bus shelter maintenance and agree actions – Deferred pending clarification.

21/66 To recommend that footpath 206/4 is extended and to contact the landowner to request permission – It was **RESOLVED** that the Clerk contact the landowner to request the footpath is extended and a formal gateway created leading from the B4449.

21/67 To consider whether to request polling cards are to be sent by West Oxfordshire District Council for the Parish Council's election – It was **RESOLVED** that polling cards are to be issued if an election is called (in the event of more than one candidate).

21/68 Finance.

- (a) To approve payment of accounts – It was **RESOLVED** to pay the accounts as present (Appendix A refers).
- (b) To approve bank reconciliation – It was **RESOLVED** to approve the bank reconciliation.
- (c) To be advised of income and expenditure for the year to date – Reports previously circulated were noted.
- (d) To consider and approve the Internal Audit Report for financial year 2020/21 – It was **RESOLVED** that the Internal Audit Report is approved with thanks to the Clerk and Responsible Financial Officer for their help with a clear audit.
- (e) To consider and approve the Accounts for the financial year 2020/21 – It was **RESOLVED** that the Accounts are approved.

- (f) Annual Governance and Accountability Return (AGAR) 2020/21 Part 3:-
 - (i) To consider and approve Section 1 (Annual Governance Statement 2020/21) – It was **RESOLVED** to approve Section 1 of the AGAR.
 - (ii) To consider and approve Section 2 (Accounting Statements) - It was **RESOLVED** to approve Section 2 of the AGAR.
 - (iii) To note the exercise of public rights period 2 June – 14 July 2021 – Noted.
- (g) To consider quotes for the Council’s insurance – It was **RESOLVED** to accept a quote from BHIB for a 3 year contract.

21/69 Planning matters.

- (a) To consider planning applications:-
 - (i) 21/00730/FUL - Five Elms Farm, Old Witney Road - Erection of three dwellings and a detached double garage with associated works. Demolition of Existing Pool Building. Access to the site via the A40 remains a concern. No objection however access via Old Witney Road is recommended by way of condition.
 - (ii) 21/00773/HHD - 30 Dovehouse Close - Replace existing boundary wall with new 2m high close boarded fencing in revised position. It was felt the proposals will improve the current boundary arrangement. No objection.
- (b) To review the planning applications log and note recent decisions. The Clerk reported that construction of the access road for Aurora Solar Farm will commence on 26 May with on site construction scheduled from 1 June.

21/70 To receive reports from Councillors representing the Council on outside bodies/meetings.

Cllr Relph reported on a meeting with other members and WODC re. the Garden Village draft S106 list. WODC welcomes the Council partnering with another organisation to submit a comprehensive net biodiversity gain bid for consideration after the Area Action Plan has been examined. Library proposals were discussed – the Council is to work with OCC on its options. A [Viability Report](#) was referred to for the Garden Village and other areas. A meeting was held with the OCC A40 Programme team on specific areas of concern regarding the A40 dualling project. OCC has been asked to limit its impact on the village as much as possible by locating compounds and infrastructure north of the A40. The next meeting will focus on the underpass location and speed limits. Liaison with the Environment Agency is needed on cumulative impacts of all proposed developments.

21/71 To note dates of the next Parish Council meetings:-

- (a) Annual Meeting of the Parish Council – 4 May 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.

21/72 To determine the allotment lease at Witney Road and agree actions – Background information was provided. It was **RESOLVED** that the lease is determined on 30 June 2021 by which time a project plan (detailing proposed maintenance tasks, planned use, consideration of utilities and a budget) will be approved. Consideration of any refund will be calculated and forwarded to the resident where appropriate. The Clerk will liaise with the resident accordingly.

21/73 To note Andrew Bird Associates Bartholomew Room report and agree actions – The Quantity Surveyor’s report was considered, noted and accepted. It was agreed that an updated Schedule of Works will be provided by the Project Manager.

The meeting closed at 9.05pm.

**Schedule of Payments for approval at the Parish Council Meeting
23th April 2021**

PAYEE	INFORMATION	£
MICROSHADE BUSINESS CONSULTS	OMEGA HOSTING – APRIL 2021	68.40
G PHILLIPS	REPAIR, CLEAN, LINESMEN SCULPTURE	50.00
UBICO LTD	EMPTY LITTER BIN BIT ROAD – MARCH 2021	36.43
UBICO LTD	EMPTY LITTER BIN BIT ROAD – FEB 2021	36.43
UBICO LTD	EMPTY LITTER BIN BIT ROAD – JAN 2021	36.43
UBICO LTD	EMPTY LITTER BIN BIT ROAD – DEC 2020	36.43
OXFORD SECURITY SERVICES	LOCK UP PLAYING FIELD – MARCH 2021	876.00
UBICO LTD	PLAYAREA+STREETCLEAN – FEB 2021	840.00
SLCC	COMM GOV QUALIFICATION – 1 ST INST	1470.00
OCC	EYNSHAM PARKING+LOADING BAYS	2013.00
SLCC	MEMBERSHIP FEES 2021	317.00
OALC	TRAINING – RJ	120.00
OALC	TRAINING – KD	60.00
OALC	OALC - 2021 / 2022 MEMBERSHIP	1041.20
OPFA	OPFA - 2021 / 2022 MEMBERSHIP	74.00
WODC	WASTE COLLECT – PAV-APR-SEPT 21	179.92
WODC	EMPTY DOG BINS APR – JUNE 2021	492.17
WODC	WASTE COLLECT CHURCH APR -SEPT	344.50
COMMUNITY FIRST OXON	ANNUAL SUBSCRIPTION	85.00

APPROVED PAYMENTS

GENERAL POWER OF COMPETENCE GRANTS:	£
OXFORDSHIRE PLAY ASSOCIATION	1000.00
EYNSHAM GOOD NEIGHBOUR NETWORK	400.00
ROYAL BRITISH LEGION	150.00

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.