



# EYNSHAM PARISH COUNCIL

Amenities & Estates Committee Meeting  
held at 7.30pm on Tuesday 23<sup>rd</sup> May 2023  
at Eynsham Village Hall

## MINUTES

**Councillors Present** – Cllr Milly Chen, Cllr Ross Macken, Cllr Sue Osborne, Cllr Carl Rylett. Cllr Ann Partlett.

Also, in Attendance – Deputy Clerk to the Council (Committee Clerk).  
There was one member of the public present.

**23/AE23 To elect a Committee Chairman for 2023/24** – Deputy Clerk recommended Committee defer election of Committee Chairman to next meeting due to absence of current Committee Chairman, and for Committee to elect a chairman for individual meeting. Committee **RESOLVED** to accept the Deputy Clerk recommendation with Cllr Sue Osborne taking the Chair.

**23/AE24 To elect a Committee Vice Chairman for 2023/24** – Committee **RESOLVED** to defer election to next meeting.

**23/AE25 To receive apologies for absence** – Cllr Sue Brown.

**23/AE26 To receive Declarations of Interest in agenda items** – None.

**23/AE27 Public Participation** – None.

**23/AE28 Old Witney Road Playground Project Update** - Committee to receive update on project and agree any actions required. (a) To receive and agree final design for play area from Wicksteed – Committee **RESOLVED** to accept the final drawing from Wicksteed. (b) To discuss and agree proposed dates for work to commence – Committee **RESOLVED** to accept proposed date of 4<sup>th</sup> September 2023 for works to commence. (c) To agree for Deputy Clerk to sign 'Old Witney Road Building Agreement' – Committee **RESOLVED** for Deputy Clerk to sign the 'Old Witney Road Play Area Building Agreement' on behalf of the Parish Council.

**23/AE29 Update on Playground Repairs and Inspections** - Committee to receive update on playground repairs and inspections at Dovehouse 'Come & Play', Oxford Road, Old Witney Road and agree actions. (a) To review advice from Oxford Direct Services and agree actions – Committee **RESOLVED** to accept advice and request Oxford Direct Services to remove 1 x baby seat and replace with 1 x child seat on swings at Dovehouse Close. (b) To agree quotation from Oxford Direct Services for Playground Inspections – Committee **RESOLVED** to accept quote of £1,044 + VAT for inspections. (c) To review ROSPA yearly play inspection email and agree actions – Committee **RESOLVED** to accept quote of £447 + VAT from ROSPA to carry out annual inspections.

**23/AE30 Wildflower Planting** – To consider a wildflower planting proposal by Eynsham Nature Recovery Network and agree actions - Deputy Clerk informed Committee that no proposal papers had been received. Cllr Ross Macken updated the Committee, and it was **RESOLVED** to defer item to next meeting.

**23/AE31 Allotment Association Constitution** – To consider proposed changes to the Allotment Association Constitution and agree actions – Cllr Sue Osborne provided update to committee on amendments to document. Committee **RESOLVED** to accept changes.

**Date of next meeting Tuesday 13<sup>th</sup> June 2023.**

The meeting closed at 20.21pm.