

# BERINSFIELD PARISH COUNCIL

Clerk to the Council : Annette Loveland  
Highsett, Alchester Road, Chesterton, Bicester, Oxon, OX26 1UN  
Tel : 01869 354135 e.mail : Clerk@Berinsfield-pc.gov.uk  
website : www.Berinsfield-pc.gov.uk

**You are summoned to attend the meeting of  
Berinsfield Parish Council which will take place on  
Monday 1<sup>st</sup> July, 2024 at 7.15 p.m. in  
The Church Hall, Wimblestraw Road, Berinsfield OX10 7LW**

24<sup>th</sup> June, 2024

Annette Loveland  
Clerk to the Council

## AGENDA

1. Items raised by Members of the public.
2. Apologies for absence
3. Declaration of Interests. To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Parish Councils (Model Code of Conduct) Order 2001
4. County Councillor's Report.
5. District Councillor's Report.
6. To receive and approve the Minutes of the Parish Council meeting held on 3<sup>rd</sup> June, 2024.
7. To receive and approve the Minutes of the Allotments, Playing Fields, Open Spaces and Burial Ground Committee of Berinsfield Parish Council held on 10<sup>th</sup> June, 2024
8. To consider planning applications and decisions received to date.
  - a) **Planning decision P24/S1590/HH** Proposed orangery style extension to rear elevation. 6 Bullington Avenue, Berinsfield, OX10 7PL The Parish Council is asked to note that planning permission has been granted in respect of this application.
9. **Casual Vacancy on Berinsfield Parish Council** South Oxfordshire District Council informed the Parish Council that an election was not called during the statutory period. The casual vacancy has been advertised and applications invited from eligible persons to be considered for co-option as a member of the Parish Council.
10. **UK SPF Funding for Berinsfield. Design and construction of a new pump track. Design and construction of an extension to the existing skateboard park. Repairs to the existing skateboard park.**
  - a) To receive an update on the projects.
  - b) To note that South Oxfordshire District Council has prepared contract agreements between Berinsfield Parish Council and Clark and Kent Contactors Ltd. (in respect of the pump track) and Bendcrete Ltd. (in respect of the works to the skateboard park). The contract documents have to be signed and witnessed on behalf of Berinsfield Parish Council prior to funding being released by South Oxfordshire District Council.

c) To note that South Oxfordshire District Council has prepared a Deed of Agreement between themselves and Berinsfield Parish Council in respect of the funding from UK SPF. South Oxfordshire District Council intends to award Berinsfield Parish Council a grant in the sum of £151,460 to carry out the works to design and construct a new pump track, design and construct an extension to the existing skateboard park and repair the existing skateboard park. The grant would be paid in two installments, the first prior to the completion of the Agreement, the second upon completion of the Agreement, pending satisfaction of the conditions precedent, mainly receipt of :-

- i) A completed and approved Project Plan
- ii) A copy of the planning permission required for the works under the Project
- iii) A copy of the contracts for the works to be carried out in the Project.

In the event that the total project cost increased beyond the estimated project cost, the grant will not be increased.

The Parish Council is asked to consider the above and depending upon the information available on 1<sup>st</sup> July, 2024, will be asked to approve and sign the contracts with Clark and Kent Ltd. and Bendcrete Ltd. for the works and approve and sign the Deed of Agreement with South Oxfordshire District Council for release of the UK SPF funds.

11. **Abbey Woods Spinney, Berinsfield. Creation of a Forest School.** To receive an update on the progress of the Forest School in the Abbey Woods Spinney area.
12. **Pavilion, Lay Avenue, Berinsfield.** (Minute No. 5b) of the Minutes of the Allotments, Playing Fields, Open Spaces and Burial Ground Committee meeting held on 10<sup>th</sup> June, 2024. The Parish Council included the sum of £5,000 in its budget to engage an Architect/Building Surveyor to investigate if internal alterations could be carried out at the pavilion in order to make better use of the space. The Parish Council is asked if it wishes to pursue this at the present time.
13. **Berinsfield Neighbourhood Development Plan.** To receive an update on the progress of the Berinsfield NDP.
14. **Correspondence and Items for Information.**
  - a) **South Oxfordshire District Council Capital Grant Scheme.** A capital grant scheme will launch on 8<sup>th</sup> July, 2024 and grants of between £5,000 and £75,000 will be available, but for no more than 50% of the total cost of a project. The Parish Council is asked to consider if it has any projects that might qualify for funding. It will be necessary to either obtain further grant aid or include funding in the budget for 2025-26 to cover the other 50% of any proposed project.
  - b) **National Allotment Society.** The Parish Council is asked to consider whether it would like to become a member of the National Allotment Society. The cost is £55.00 per annum for local authorities. The Society offers support to Councils and allotment tenants.
15. Statement of Accounts for payment in July, to be circulated at the meeting.
16. To inspect the balances on the bank statements for the Parish Council's three accounts and to sign the reconciliations.
17. Items for report to Chairman
18. Date of next Parish Council Meeting - 5<sup>th</sup> August, 2024