

# BERINSFIELD PARISH COUNCIL

Clerk to the Council: Alex Marasco

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**You are summoned to attend the meeting of  
Berinsfield Parish Council which will take place on  
Monday 13<sup>th</sup> April 2026 at 7.15pm in  
Berinsfield Sports Pavilion, Lay Avenue, Berinsfield, OX10 7NX**

8<sup>th</sup> April 2026

Alex Marasco  
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 2<sup>nd</sup> March 2026.**
7. **To receive and approve the Minutes of the Parish Council meeting held on 29<sup>th</sup> March 2026.**
8. **To receive and approve the Minutes of the Open Spaces Committee meeting held on 19<sup>th</sup> March 2026.**
9. **To receive and approve the Minutes of the Finance Committee meeting held on 31<sup>st</sup> March 2026.**
10. **To consider planning applications and decisions received to date (if any).**
  - a) R3.0025/26 (Oxfordshire County Council) - HIF1 scheme S73 planning application for the variation of wording in condition 23 of consent R3.0138/21.
11. **Future Stewardship.** To further discuss the different proposals for future stewardship of community assets in Berinsfield and receive a draft report/plan for Parish Council stewardship written by the Clerk. To consider next steps.
12. **Delegation of Authority on Amenities.** To consider delegating authority to the Clerk to approve content of information boards, wood carvings and other items relating to the amenities budget and upgrade program being completed by South Oxfordshire District Council.

13. **Toilet at Berinsfield Burial Ground.**
- a) To consider approval of a quotation for ongoing maintenance of the toilet at Berinsfield Burial Ground from A&W Grounds.
  - b) To consider a request from multiple residents to open the toilet for use by members of the public.
14. **Grant Funding Agreement.** To receive an update on grant reporting for a grant supplied to Berinsfield Community Association for funding to a new cooker. The Parish Council is asked to consider the following points.
- a) To consider the missed deadline of grant reporting and the discretionary grace period applied. Reporting is now in place.
  - b) To consider the request of return of the difference in grant funding and actual spend on a new cooker. The grant amount for the purchase of a new cooker at £1,500.00 and the total cost of purchase of a new cooker at £1,247.93.
  - c) To consider the grant being supplied to Berinsfield Community Association and the invoices used as grant reporting evidence being in the name of Berinsfield Social Club.
15. **Playground Inspections.** To consider the approval of an annual playground inspection from Wicksteed for the price of £114.00 per site.
16. **Emails.** To receive an update from the Clerk on the process of changing email host.
17. **Parish Council IT.** To consider the purchase of IT to enable council business to be processed digitally. Quotations supplied on the basis of 1 high powered laptop for the Clerk/RFO, 2 mid-range laptops for the Chair and Vice Chair and entry level laptops for all other councillors.
18. **Audit 2025-26.** The Parish Council is asked to consider the following items relating to the Internal and External Audit of 2025-26 financial year.
- a) Internal Audit – To receive an update on the progress of the Internal Audit by appointed auditor Theresa Goss.
  - b) Annual Governance Statement – To respond appropriately to the questions on the Annual Governance Statement.
  - c) Accounting Statement – To consider and agree the accounting statement figures.
  - d) Electors Rights – to decide the dates of the Exercise of Public Rights as ..... to .....
19. **Takeaway Pitch at Berinsfield Sports Pavilion.** To receive an update on the takeaway pitch at Berinsfield Sports Pavilion.
20. **Cricket Pitch.** To consider a proposal for a roll out, temporary cricket pitch from Flicx for £3,290.00 + VAT. A demonstration has taken place with the Clerk and Vice Chair attending.
21. **Correspondence and items for information.**
22. **Statement of Accounts for payment in March.** To be circulated at the meeting.

23. **Bank Statements.** To inspect the balances on the bank statements for the Parish Council's three accounts and to sign the reconciliation.
24. **Items for report to Chair.**
25. **Date of next ordinary Parish Council Meeting – 11<sup>th</sup> May 2026**