

**MINUTES OF THE MEETING OF BERINSFIELD PARISH COUNCIL held on  
Monday 4th August 2025 at 7.15 p.m. in the Pavilion, Lay Avenue, Berinsfield, Oxon.**

**PRESENT**

Councillor S. Scott-Ely  
Councillor P. Bridge  
Councillor F. I. Beeby  
Councillor A. Woodington  
Councillor K. Chrisp  
Councillor L. Sweetland  
Councillor D. Scate  
Councillor A. Jones

Chairman  
Vice Chairman

Alex Marasco, Clerk to the Council  
Councillor R. Bennett (South Oxfordshire District Council)  
Councillor R. Jones (Oxfordshire County Council)  
Two members of the public

**1. Items raised by members of the public.**

- a) Tree Branches – A member of the public raised an issue regarding tree branches causing a nuisance near the bus stop, on the green area towards Kennett Close. He said that these branches will need to be cut back. The Chairman explained that he didn't believe this to be Parish Council property but it was AGREED that the Clerk would look into this and confirm.

**2. Apologies for absence.**

Cllrs Bunyan and Eltham.

- 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.

No declarations of interest were made.

**4. County Councillor's Report.**

County Councillor Jones attended the meeting and gave an update on the items he has been working on, including HIF1 road and gravel extraction. The Chairman thanked him for his update.

**5. District Councillor's Report.**

District Councillor Bennett provided a written report which was shared with councillors and the contents of which were noted.

**6. To receive and approve the Minutes of the Parish Council meeting held on 7<sup>th</sup> July 2025.**

It was agreed, proposed by Cllr Bridge and seconded by Cllr Scate that the minutes of the Parish Council meeting held on 7<sup>th</sup> July 2025 are a true and accurate record of the meeting and are approved.

**7. To receive and approve the Minutes of the Open Spaces Committee meeting held on 21<sup>st</sup> July 2025.**

It was agreed, proposed by Cllr Scott-Ely and seconded by Cllr Bridge that the minutes of the Open Spaces committee meeting held on 21<sup>st</sup> July 2025 are a true and accurate record of the meeting and are approved.

8. **To consider planning applications and decisions received to date (if any).**

No planning applications were considered.

9. **Abbey Wood Spinney.** To receive an update on the progress of the Abbey Woods Spinney scheme and any information arising between meetings.

a) To consider Phase 2 of Abbey Woods Spinney development.

It was AGREED that Cllrs Jones and Woodington would continue to lead on this project, working with the Clerk. It was AGREED that the Clerk would set up a meeting with three separate companies on site, with Cllrs Jones and Woodington in order to receive three quotes for the work to phase 2 of Abbey Woods Spinney development.

b) To consider a decision on the purchase of an interpretation panel for Abbey Woods Spinney.

It was AGREED that the Clerk should proceed with the procurement of an interpretation panel for the sum of £1830.00 to be installed in Abbey Woods Spinney.

10. **The Pavilion Repairs.** To receive an update on the progress of the repair to the Pavilion.

The Clerk gave an update on the progress of the repair to the Pavilion. Most of the repairs works had been complete, some work remaining to the toilets and finishing will be completed shortly.

The Chairman mentioned that some of the commemorative brass signs had been taken away, polished and returned by resident volunteer Mr Garvey and the Parish Council wished to place on record its thanks for his voluntary work.

11. **The Pavilion Improvements.** To receive an update on the improvements underway to the Pavilion.

a) Solar Energy System – Payments have been made in full for the solar energy system which has been installed at the Pavilion and it is up and running.

Cllr Scate provided a detailed explanation of the solar energy system and the consumption versus production at the Pavilion to the Parish Council.

b) Locks – A combination lock has been installed to the Pavilion front door.

The Chairman explained that the locks had a changeable combination and that this would be changed periodically by the Clerk in order to maintain the security of the building. This new lock, along with the combination lock to the gate means that the building can be hired out without staff on site throughout the booking, leading to a lower hire charge.

c) Faulty Taps – Due to taps leaking in the Pavilion, a replacement is needed. BOE Trading has quoted £900.00 for ten pairs, supplied and fitted.

It was AGREED that the quote for the faulty taps be approved and the Clerk should request BOE Trading complete the work.

- d) **Yeep! Parcel Locker** – Locker Quest has provided an offer of a 2m or 3m locker for the Pavilion. The Parish Council is asked to consider this offer.

It was AGREED that the offer for a 2m YEEP! Parcel locker should be accepted and installed to the Pavilion perimeter fence.

12. **District and County Councillor Grant Schemes.** To consider any causes for which a grant from District Councillor Bennett or County Councillor Jones, could be applied for.

The Chairman made several suggestions including kitchen cupboards, storage units and outdoor storage at the Pavilion as an application subject for the councillor grant scheme. Cllr Bridge suggested that the wildflower ideas that had been raised at previous meetings would be a more appropriate project to base this grant application around.

13. **Berifest 2026.** To consider the prospect of Berifest 2026 and whether it is something that the Parish Council can drive forward.

It was AGREED that the Clerk could do some initial work on this, looking for volunteers who may be interested in feeding into a Berifest committee and reporting back to the Parish Council at the next meeting.

14. **NJC Pay Award.** To consider acceptance of the NJC Local Government Pay Award for 2025-26 at 3.20% for all staff between SCPs 2 and 43.

It was AGREED to accept the NJC Pay Award for 2025-2026 and to make backdated payments to both members of staff to 1<sup>st</sup> April.

15. **Village Map.** To consider a quotation from Lovell John to create a village map for £975.00 for map design and £150.00 for a suitable print.

It was AGREED to accept the quotation from Lovell John for the village map totaling £1,025.00.

16. **Pump Track Soakaways.** A quote has been sourced for the covering of the stone soakaways at the pump track of £812.24. The Parish Council is asked to consider this quote.

It was AGREED that the Clerk should source another two quotations, for the work for comparison purposes and report back to the Parish Council at the next meeting.

17. **Health and Wellbeing Grants Scheme.** SODC has asked that the Parish Council manage a future Health and Wellbeing Grants Scheme as was completed in the previous financial year. The Parish Council is asked to consider this request.

It was AGREED that the Clerk should inform SODC of the Parish Council's acceptance and willingness to run this scheme again this financial year.

18. **Youth Shelter.** SODC has asked if the Parish Council approves of the plan to replace the older youth shelter on the recreation ground with a new updated version. The Parish Council is asked to consider this plan and suggest what could be done with the old shelter.

It was AGREED that the Clerk should inform SODC that the Parish Council approves of the new youth shelter being put in place of the old one.

19. **Correspondence and items for information.**

- a) Free Street Cricket - Free "Street Cricket" has started running every Wednesday from 6.30pm until 7.30pm for 8 - 13 year olds behind Abbey Sport Centre.
- b) Berinsfield Family Fun Day - On Thursday 14th August Abbey Woods Sports Centre are running a family fun day at Abbey Sports Centre from 10am-3pm. This is in collaboration with the Active Communities team who will be delivering some activities on the pitch.

20. **Statement of Accounts for payment in July.** To be circulated at the meeting.

The statement of accounts was circulated and AGREED by the Parish Council.

21. **Bank Statements.** To inspect the balances on the bank statements for the Parish Council's three accounts and to sign the reconciliation.

The bank statements were inspected and the reconciliation signed by Cllr Sweetland.

22. **Items for report to Chairman.**

a) Cars Parking on Grass – Cllr Chrisp raised an issue of cars parking on the grass next to Fane Drive, near the boxing club. It was AGREED that the Clerk should draft a letter, forwarding it first to Cllrs Scott-Ely and Chrisp, before leaving it on the cars asking for consideration of the community.

b) Bus Stops – Cllr Chrisp raised the issue of bus stops, with no appropriate seating being in the existing bus stops and one of the bus stops on Fane Drive having panels missing. It was AGREED that the Clerk would look into this.

c) Christmas Lights in Trees – Cllr Bridge raised an issue of some Christmas lights remaining in trees near the Church, despite the Parish Council believing they had been taken down. It was AGREED that the Clerk would investigate these and get them removed.

d) Noticeboards – The Clerk asked if any councillors would be willing to volunteer to assist in updating the noticeboards with agendas and other items on occasions where it is not possible for him to attend the village. Cllrs Chrisp, Scate, Jones and Scott-Ely all volunteered to assist with this.

23. **Date of next ordinary Parish Council Meeting** – 1<sup>st</sup> September 2025.