

**MINUTES OF THE MEETING OF BERINSFIELD PARISH COUNCIL held on
Monday 1st September 2025 at 7.15 p.m. in the Pavilion, Lay Avenue, Berinsfield, Oxon.**

PRESENT

Councillor S. Scott-Ely
Councillor P. Bridge
Councillor I. Bunyan
Councillor A. Woodington
Councillor K. Chrisp
Councillor L. Sweetland
Councillor A. Jones
Councillor A. Head

Chairman
Vice Chairman

Alex Marasco, Clerk to the 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 asked if there was an update regarding trees that could do with some maintenance on Wimplestraw Road, raised at the last meeting. The Clerk said he is obtaining some quotes from tree surgeons and would put them before the Parish Council at the next meeting.
- b) Flooding at Fane Drive and Kennett Close – A member of the public raised the ongoing issue with flooding at the junction on Fane Drive, near Kennett Close. He said he had sent pictures to the Clerk. The Chairman thanked him for raising the issue and continuing to work with the Parish Council on this matter. It was AGREED that the Clerk would contact OCC Officers to arrange a follow up meeting and share the pictures.
- c) Dogs off lead – A member of the public raised an issue of an out of control dog being off the lead in Berinsfield Recreation Ground. The Clerk advised that any dogs that are dangerously out of control and pose a risk to adults or children should be reported to the police. The Parish Council agreed to take no further action at the time.

2. Apologies for absence.

Cllrs Scate, Eltham, Crawford and Beeby.

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.

Cllr Scott-Ely declared an interest in items 9.a and 10.b of the meeting agenda. Cllrs Bridge and Bunyan declared an interest in item 15 of the meeting agenda.

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 Clerk explained that he had been working with Cllr Jones on some issues residents had raised and the Parish Council thanked him for his attendance and updates.

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

District Councillor Bennett sent his apologies for the meeting and said there was no updated report to issue.

6. **To receive and approve the Minutes of the Parish Council meeting held on 4th August 2025.**

It was proposed by Cllr Chrisp, seconded by Cllr Jones and AGREED that the minutes of the meeting held on 4th August 2025 were a true and accurate record of the meeting and should be approved.

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

P25/S1267/HH - 8 Wimblestraw Road Berinsfield OX10 7NA - Demolition of existing garage & outhouse. Erection of single storey front extension and part single storey, part two storey side and rear extension (as amended by drwgnos P5A, P6B and P7C to reduce the size of the extensions received on 10 July 2025). Planning permission granted.

This planning decision was noted by the Parish Council.

8. **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 a proposal for phase 2 of Abbey Woods Spinney development as discussed at a meeting with Cllr Jones, the Clerk and A&W Grounds. The work is quoted at £6,695.93. A second and third quote is being obtained.

Councillor Jones gave an explanation of the meeting and the work that has been quoted for at Abbey Woods Spinney. The Clerk noted that he is still working on obtaining a second and third quote and hopes to do present them at the October meeting of the Parish Council.

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

- a) A meeting for sign off of Pavilion repair work is scheduled between Cllr Bridge, the Clerk and BOE Trading for 29th August.

Cllr Scott-Ely gave way as chair for this item as he had declared an interest and Cllr Bridge assumed temporary control of the Chair position. Cllr Bridge gave an explanation of the meeting scheduled for sign off and any snags that were outstanding. It was AGREED by the Parish Council that the final invoice to BOE Trading of £19,879.14 (including VAT) should be paid by the Clerk.

- b) Zurich Insurance has made all payments for the repair work with the exception of £31,200.00, this amount has been recommended for payment by the Loss Adjuster.

At this stage Cllr Scott-Ely resumed the Chair position. The Parish Council acknowledged this information.

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

- a) Water Heater – The hot water heater is in need of repair. Two quotes at £1,785.74 and £1,632.00 have been obtained for the work and are presented to the Parish Council.

It was AGREED to accept the quote for £1,632.00 to complete the repair of the hot water heater and that the Clerk should arrange its completion.

- b) Drainage Repairs – Multiple drains to the rear of the building are loose and constitute a health and safety hazard. Under health and safety grounds, the Clerk has instructed BOE Trading to make repairs for a cost of £360.00.

This item was acknowledged by the Parish Council and it was AGREED that the action of the Clerk to instruct a contractor to complete this repair should be supported.

- c) Online Booking System – The online booking system is operational and being used by the hirers of the building.

The Clerk explained how the booking system is working and the success of its implementation.

11. **District and County Councillor Grant Schemes.** To further 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.

It was AGREED to leave this item on the agenda for consideration at future meetings.

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

The Clerk updated the Parish Council on the positive reaction that he had experienced from the initial consultation with the public, stating that one communication against a potential Berifest had been lodged. The Clerk also explained that he had not received any offers of voluntary assistance to work on Berifest.

It was AGREED that the Clerk should continue to look for volunteers and that if nobody was forthcoming by November, the item would be dropped.

13. **Pump Track Soakaways.** Two quotes have now been received for the work to cover the stone soakaways at the Pump Track:

- a) A&W Grounds has quoted £812.24 for the work.
- b) Oxfordshire Grounds has quoted £1,350.00 for the work.

It was AGREED to accept the quote submitted by A&W Grounds for the work to cover the stone soakaways at the Pump Track and that the Clerk should inform them of this.

14. **Confidential Matters.**

- a) To resolve to exclude the press and public under the Public Bodies (Admission to Meetings) Act 1960, due to the confidential nature of the business to be transacted (staffing and personal data matters).

At this stage of the meeting, the press and public were excluded.

CONFIDENTIAL

15. **Application for Grant Assistance.** An application for funding from Berinsfield Community Association has been received. The Parish Council is asked to consider this request.

At this stage of the meeting Cllrs Bridge and Bunyan were asked to sit out any consideration and voting on grant assistance to Berinsfield Community Association. Cllrs Chrisp, Woodington and Scott-Ely whom are casual members of Berinsfield Community Association were also asked to sit out any consideration or voting on grant assistance to Berinsfield Community Association.

It was AGREED by remaining councillors with no membership or other interest in Berinsfield Community Association and therefore AGREED by the Parish Council to offer a £1,500 grant to Berinsfield Community Association with a condition that it must be repaid in full, if the organisation appeared to be close to ceasing trading in the next 12 months.

16. **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.

17. **Correspondence and items for information.**

a) Understanding Dementia Evening – Caring Homes are running a dementia workshop, The workshop will be held at Benson House Care home on Wednesday 10th September from 6pm.

b) Oxford University Hospitals NHS Foundation Trust's Annual Public Meeting – An invitation has been received to this meeting on 18th September at 6pm, John Radcliffe Hospital.

c) H Café – Multiple residents have contacted the Parish Council to complain about noise nuisance from H Café bike meetups and ask if the Parish Council can support in doing something about the issue.

It was AGREED that the Clerk should write to the Dorchester Parish Council Clerk to see what they have done and see if there is anything this Parish Council can do to support.

18. **Statement of Accounts for payment in August.** To be circulated at the meeting.

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

19. **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.

20. **Items for report to Chairman.**

a) Wimblestraw Road Signage – Cllr Chrisp raised the issue of dead end signs at the start of roads off of Wimblestraw Road and said there was only one in place. It was AGREED that the Clerk would ask SODC if this could be included in the revamping of signs in the amenities budget they hold.

b) Cycling Routes – Cllr Chrisp said he had seen funding available for cycling routes from UK

Cycling and asked if the Clerk could investigate this. It was AGREED that the Clerk would look in to this funding stream and report back to the Parish Council.

- c) Poles Without Signage – Cllr Scott-Ely raised an issue of poles that have formerly held signs being left without signs at the entrance to the village. It was AGREED the Clerk would look into their removal.
- d) Christmas Lighting – Cllr Bridge asked if the Parish Council should now consider plans for Christmas Lighting and decoration in the village. It was AGREED that the Clerk would look into options and report back to the Parish Council in October.
- e) Hose at Allotments – Cllr Head raised the issue of the unusable hose at the allotments site and requested the Parish Council provide the allotment tenants with a new hose. It was AGREED that the Clerk would source a new hose for the allotments.

21. **Date of next ordinary Parish Council Meeting – 6th October 2025.**