



# EYNSHAM PARISH COUNCIL

Parish Council Meeting  
in the Bartholomew Room at 7.30pm  
on Tuesday 3 July 2018  
**MINUTES**

**Councillors Present** - Cllr G Beach (Chairman), Cllr R Andrews, Cllr A Bickley, Cllr K Crowe, Cllr P Crowley, Cllr P Emery, Cllr A Mosson, Cllr S Osborne, Cllr C Rylett, Cllr D Stukenbroeker and Cllr M Zumbuhl.

**Also in Attendance** – Clerk to the Council, County Councillor Mathew and 4 members of the public.

**18/102 To receive apologies for absence** – Cllr S Brown and Cllr Relph. Cllr R Macken and Cllr J Baldwin were not present.

**18/103 To confirm the minutes of the Parish Council meeting of 5 June 2018** – It was **RESOLVED** that the minutes were signed as a true record.

**18/104 To confirm the minutes of the Footpaths Committee of 15 May, Planning Committee of 5 June, Communications Committee of 12 June, Traffic Advisory Sub-Committee of 12 June, Play Areas Committee of 19 June and Fishponds Committee of 19 June and approve the recommendations contained therein** – It was **RESOLVED** that the minutes were signed as a true record and recommendations contained therein were approved.

**18/105 Public Participation** – County Cllr Mathew reported on current Oxfordshire County Council (OCC) matters. Draft plans for the proposed A40 park and ride and bus lane scheme continue to be worked on. Cllr Mathew confirmed that cycle paths on both sides of the A40 are included in plans.

**18/106 To receive correspondence:-**

- (a) Two emails from residents – Use of The Square for political purposes. This subject was discussed at the next agenda item.
- (b) Robert Courts MP – Oxford to Cambridge Expressway. Noted.
- (c) Eynsham Churches Holiday Club – Letter of appreciation of grant funding. Noted
- (d) Resident – Requesting permission to install a commemorative bench on a grass verge by the Spar shop. Verge is owned by Cottsway.

**18/107 To consider a draft policy for use of The Square for political canvassing and agree actions** – The draft policy was discussed. Cllr Stukenbroeker and the Clerk had reviewed legislation in respect of using Council buildings for political purposes. It was agreed that the policy should include the Council's thinking behind the policy before it is considered for approval. Clerk is to amend and re-circulate for consideration at the next meeting.

**18/108 To consider providing free use of The Pavilion for a charity football match on 9 September 2018** – It was **RESOLVED** that the Pavilion is hired free of charge for the charity event.

**18/109 To consider the Clerk's Report and agree actions** – The report was received and discussed.

**18/110 Finance:-**

- (a) To approve payment of accounts – It was **RESOLVED** to pay the accounts as presented.
- (b) To be advised of income and expenditure – Reports were reviewed.

**18/111 To note use of Whites Cleaning Ltd for cleaning in July at £386.00** – It was noted that Whites Cleaning Ltd will cover the cleaner's annual leave.

**18/112 To note top-up play bark (Dovehouse Close) and sand (Oxford Road Playing Area) costs of £1020.85 and agree further 6 tonnes of bark** – Councillors have reviewed the play area and it was **RESOLVED** that a further 6 tonnes of bark is required. It was noted that signage to Dovehouse Close Play Area is conflicting regarding dogs. Clerk is to review and report to the Play Areas Committee.

**18/113 To review Planning Matters - Permission in Principle (PIP) and Technical Details Consent (TDC) and resolve how future applications are considered** – On 1 June 2018, the Government introduced a new means for developers to secure planning permission on land for developments of between one and nine houses. Developers can now apply to the District Council for PIP for housing development on a site and if this is granted then they follow up with an application for TDC. Local Councils are required to respond within a shorter timeframe than other planning applications. It was **RESOLVED** to hold extra Planning Committee meetings when PIP and TDC applications are to be considered. The process will be reviewed according to how frequent the applications are received.

**18/114 To consider providing permission for the Eynshfest event on 28 July 2018** – The Chairman reported that the Clerk had received all health and safety assessments and copies of public liability insurance certificates held by stall holders and Eynshfest group. It was **RESOLVED** that permission is provided for the event. The quality of the Eynshfest Plan document was commended and will be used as a benchmark for other similar events in the future when permission is requested.

**18/115 To discuss the Oxfordshire Cotswolds Garden Village Area Action Plan (AAP) and consider a consultation response to West Oxfordshire District Council (WODC)** – Cllr Andrews summarised the current legal position of the AAP. It was felt that whilst the document was very complex, it is broadly in line with the Eynsham Neighbourhood Plan. Residents need to be encouraged to respond to the consultation during a time when many have consultation fatigue. A draft response to the first questions of the AAP consultation was circulated by Cllr Andrews and it was **RESOLVED** that he will continue with the remaining questions which will formulate the Council's response. The Council considered how it can encourage residents to respond to the consultation. It was **RESOLVED** that a flier will be produced by a group of Councillors in time for distribution at the Carnival.

**18/116 Eynsham Neighbourhood Plan:-**

- (a) To receive an update on the amended Eynsham Neighbourhood Plan and agree actions – The amended and latest version of the Plan is available. The next step is for it to be reviewed by an independent planning advisor, on a more thorough basis than the previous healthcheck.
- (b) To consider the appointment of an independent advisor to undertake a technical review at a maximum cost of £5625 (to be offset against a Locality grant to be pursued) – Cllr Mosson proposed that a technical review is undertaken at a maximum cost of £5625 and a Locality grant is sought to reduce the cost to the Council. Seconded by Cllr Emery, carried unanimously.

**18/117 To receive reports from Councillors representing the Council on outside bodies and meetings:-**

- (a) Cllr Emery – Chaired OALC's Annual General Meeting.
- (b) Cllr Crowley – Attended various meetings regarding tennis court provision. It was noted that Bartholomew School has agreed to open the courts to the public which will be bookable with GLL.
- (c) Cllr Beach – Attended WODC Liaison meeting and Cabinet meeting. Also met with Polar Ventures (Horizon Technologies) and the footpath diversion remains a concern. Met with a resident of Back Lane/Clover Place to discuss unsafe parking on the corner. The 100<sup>th</sup> armistice remembrance arrangements were discussed with the Women's Institute and Royal British Legion.
- (d) Cllr Bickley – Reported that it is Eynsham Scout Group's centenary. Volunteers and speakers are welcome to help with the group's meetings.

**18/118 To note dates of the next Eynsham Parish Council meetings:-**

- Traffic Advisory Sub-Committee Meeting – 10 July at 7.30pm.
- Traffic Advisory Committee Meeting – 17 July at 7.30pm.
- Finance & General Purposes Committee Meeting – 31 July at 7.30pm.
- Planning Committee Meeting – 7 August at 6.30pm.

- Full Council – 7 August at 7.30pm.

Councillors and residents are to refer to the published meeting agendas for confirmed times.

**EXCLUSION OF THE PUBLIC AND PRESS:** At the conclusion of this part of the agenda, the Chairman moved that, considering the confidential nature of the business to be discussed, the public, press and broadcast media be excluded for the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960.

**18/119 To consider tenders for the replacement Pavilion project** – The Clerk opened the tender documents. It was agreed that given the difficulty in understanding the documents, a summary of the anonymous tenders will be produced for resolution at the next Full Council meeting.

The meeting closed at 9.40pm