



EYNSHAM PARISH COUNCIL

You are summoned to attend the Parish Council Meeting at 7.30pm on Tuesday 18 August 2020 to be held remotely

AGENDA & SUMMONS

Please note: due to the current Coronavirus measures, the Parish Council will meet remotely via Zoom (<https://us02web.zoom.us/j/85911349309>) Meeting ID: 859 1134 9309 / Tel 0203 481 5237)

1. **To receive apologies for absence.**
2. **To receive Declarations of Interest in agenda items.**
3. **To approve the minutes of the Traffic Advisory Committee of 14 July 2020 and the Parish Council Meeting of 21 July 2020.**
4. **Public Participation - to receive submissions from members of the public relating to items on the agenda, in accordance with the Council's Code of Conduct and Standing Orders.**
5. **To receive correspondence.**
6. **To receive the Clerk's Report.**
7. **To receive an update on Village Centre Re-opening.**
8. **Eynsham Nature Recovery Network - To consider the creation of a community garden on Council land at Dovehouse Close, agree conditions, match-funding policy principles and a budget.**
9. **To consider updated Pavilion Rebuilding drawings and agree actions.**
10. **Finance.**
 - (a) To approve payment of accounts.
 - (b) To approve bank reconciliation.
 - (c) To consider applying for a loan from West Oxfordshire District Council for the Bartholomew Room project.
11. **Planning matters:-**
 - (a) To consider planning applications:-
 - (b) 20/01691/HHD - Kite Bank, Pink Hill Lane - Erection of detached double garage in front garden.
 - (c) 20/01648/FUL - Eynsham Filling Station, Eynsham - Installation of 2No. Jet Wash Machine and new Air/Water & Vacuum machines.
 - (d) 20/01948/LBC – 37 Acre End Street, Eynsham – Replacement of lean-to conservatory with orangery and replacement windows to boot room
 - (e) 20/01744/LBC – 20 Queen Street, Eynsham – Replacement of Brad stone tiles on front roof with slate to match back of house
 - (f) 20/01979/HHD – 8 Clover Place, Eynsham – Erection of front porch extension
 - (g) 20/01848/HHD – 20 Old Witney Road, Eynsham – Alterations and reroofing the existing conservatory and roof of annex building at rear. First floor infill between existing house and annex. Addition of box window to first floor side elevation
 - (h) 20/01874/HHD – 6 Melton Close, Eynsham – Alterations and erection of single storey rear elevation
 - (i) SNN2020160 – 19/01785/573 – New Development of Eynsham nursery & Garden centre – allocation of new street names
 - (j) To review the planning applications log and note recent decisions.
 - (k) To receive an update, consider a response (as necessary) and agree actions regarding the Garden Village/Area Action Plan.

12. To receive reports from Councillors representing the Council on outside bodies/ meetings.

13. To note dates of the next Parish Council meetings:-

- Full Council Meeting – 1 September at 7.30pm.
- Full Council Meeting – 15 September at 7.30pm.

EXCLUSION OF THE PUBLIC AND PRESS: At the conclusion of this part of the agenda, the Chairman will move 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.

14. To consider renewing a Licence to Occupy for the lock-up at the Pavilion.

K. Doughty

Katherine Doughty, Clerk to the Council – 12 August 2020

Please contact the Clerk if you have concerns regarding accessibility of the meeting venue. The public and press are welcome to attend.

CLERK: KATHERINE DOUGHTY, 91 Brize Norton Road, Minster Lovell, Witney, Oxford OX29 0SG
Telephone: 07956 901622 Email: epc.clerk@eynsham-pc.gov.uk Web: eynsham-pc.gov.uk



Remote Meeting Procedures

From 4 April 2020 until 7 May 2021, Parish Councils have been given provision under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) to hold legal virtual meetings.

This can be via a variety of different platforms – the Parish Council has chosen to use [Zoom](#) in order that the meeting is publicly available. The Clerk will Host the meeting using the Parish Council-paid account.

The meeting will be a formal Parish Council meeting and will be held using the agenda which the Clerk has published. It will be governed by the usual Standing Orders, Financial Regulations, Code of Conduct and associated policies.

A code and link to the virtual meeting will be detailed on the agenda and published on the website in order that the public are able to attend, just as they would be able to attend a meeting in the Bartholomew Room. Attendees will also have the ability to dial in to the meeting via telephone.

Attendees will collect in the Zoom ‘waiting room’ prior to the meeting and will be admitted by the ‘Host’. As the Host, the Clerk will have the ability to mute or remove anyone deemed a nuisance.

All attendees will be set to ‘mute’ on entry to the meeting and only the Chairman of the meeting will remain unmuted. All other participants, if they wish to speak will be unmuted as directed by the Chairman.

As with meetings in the Bartholomew Room, members of the public will be given the opportunity to speak on agenda items during the public participation session, but will not be permitted to speak at other times, unless invited to do so by the Chairman.

In order to protect participants from malware, the ‘chat’, file sharing and screen sharing function will be disabled during the meeting. If necessary, the Clerk will display any documents required using the ‘share screen’ function.

Anyone wanting to speak should raise their hand using ‘raise hand’ in the options within the Participants section or by waving if they’re using a camera so that the Chairman can see.

Where a member has disclosed a Pecuniary Interest or other declaration in an agenda item that requires them to be absent from the meeting for that item, the member will leave the virtual meeting (go to the waiting room) for the duration of the item. Failure to do so would be a breach of the Council’s Code of Conduct. At the conclusion of the item, the Chairman/Clerk will ensure that any member who has absented themselves from the meeting has re-joined the meeting before moving to the next agenda item.