



EYNESHAM PARISH COUNCIL

You are summoned to attend the Parish Council Meeting at 7.30pm on Tuesday 5 January 2021 to be held remotely

AGENDA & SUMMONS

Please note: due to the current Coronavirus measures, the Parish Council will meet remotely via Zoom Meeting ID: <https://us02web.zoom.us/j/82920887254> / 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 Parish Council Meeting of 15 December 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 and agree actions.
6. To receive the Clerk's Report.
7. To receive the draft Winter Maintenance specification for quotes and agree actions.
8. To receive the Pavilion re-build supporting documents for resolution and submission of a full planning application to West Oxfordshire District Council.
9. To receive a report from Eynsham Community Primary School Youth Council, resolve priorities and actions.
10. To consider a request by Eynsham Association Football Club for installation of a portaloos and resolve Pavilion hire arrangements.
11. To consider a response to [Oxfordshire County Council's Street Design Code](#) consultation. Deadline for response 17 January 2021.
12. Planning matters
 - (a) To consider planning applications:-
 - (i) 20/03196/HHD - 28 Orchard Close - Two storey side extension to form garage on the ground floor and a bedroom with en-suite shower room on the first floor.
 - (ii) [R3.0057/19 - Oxfordshire County Council](#) - To consider a response to planning application - Construction of a park & ride car park providing 850 car parking spaces, cycle spaces, motorcycle spaces, electric vehicle charging points, bus shelters, landscaping, external lighting, public open space, toilets, seating, fencing, habitat creation, drainage features, new access from Cuckoo Lane, new roundabout with access onto A40, an eastbound bus lane approximately 6.5km in length from the park & ride site to the A40 bridge over the Dukes Cut canal, two sections of westbound bus lane (each approximately 500m in length), new shared use footway/cycleway, widening of Cassington New Bridge, junction improvements, new crossings, new footbridge alongside Cassington Halt Bridge, and associated works at Land West of Cuckoo lane and adjacent to the A40, Eynsham, West Oxfordshire, OX29 4PU. Deadline for response is 11 January 2021.
 - (b) To review the planning applications log and note recent decisions.
13. To receive reports from Councillors representing the Council on outside bodies/ meetings.
14. To note dates of the next Parish Council meetings:-
 - Traffic Advisory Committee Meeting – 12 January at 7.30pm.
 - Full Council Meeting – 2 February 2021 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.

15. To receive an update on a complaint made to West Oxfordshire District Council and agree actions.

K. Doughty

Katherine Doughty, Clerk to the Council – 23 December 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.