



EYNESHAM PARISH COUNCIL

Parish Council Meeting
held at Eynsham Village Hall, 7.30pm
on Tuesday 1 June 2021

MINUTES

Councillors Present – Cllr N Relph (Chairman), Cllr S Brown, Cllr M Chen, Cllr T Crowley, Cllr D Knight, Cllr R Macken, Cllr A Mosson, Cllr S Osborne, Cllr C Rylett, Cllr F Zealley and Cllr M Zumbuhl.

Also in Attendance – Clerk to the Council and three members of the public were present.

21/98 To receive apologies for absence – Cllr K Crowe.

21/99 To receive Declarations of Interest in agenda items – None.

21/100 To confirm the minutes of the Annual Parish Council Meeting of 4 May 2021 - It was **RESOLVED** that the minutes were signed as a true record.

21/101 To confirm the minutes of the Extra Finance & General Purposes Committee of 11 May 2021 and note the delegated decisions contained therein - It was **RESOLVED** that the minutes were signed as a true record and delegated decisions were noted.

21/102 To confirm the minutes of the Amenities & Estates Committee of 18 May 2021; to note the delegated decisions and consider the recommendation contained therein – It was **RESOLVED** that the minutes were signed as a true record (subject to minor amendment); the delegated decisions were noted and the recommendation was approved.

21/103 Public Participation – A resident raised access and ecology concerns relating to the forthcoming Salt Cross Garden Village Area Action Plan Examination. The Parish Council's Hearing Statements will be made available [online](#).

21/104 To receive an update report from Eynsham's West Oxfordshire District Councillors – District & Parish Cllr Carl Rylett reported that the West Oxford District Council (WODC) is backing down on the requirement for the Strategic Development Areas (SDA) to have [Supplementary Planning Documents](#). The need for a masterplan is of paramount importance for the West Eynsham SDA and is a requirement of the Eynsham Neighbourhood Plan.

21/105 To receive an update report from Eynsham's Oxfordshire County Councillor – Cllr Levy sent a report as he was unsure whether he could attend due to attendance of an Oxfordshire Growth Board meeting. It was noted that Councillors with the relevant parts of the A40 in their divisions have met Duncan Enright, who is Oxfordshire County Council's (OCC) relevant cabinet member (and has part of Shores Green in his division). All Councillors welcome a proper review of the plans for the A40 corridor to make them effective, compliant with OCC's commitment to the environment and combatting climate change, and to ensure that nothing is built that might obstruct a rail link. Eynsham has lots of reasons to welcome a review, not least to address the issue of crossing between Salt Cross Garden Village and Eynsham.

21/106 To note receipt of Cllr Tricia Crowley's completed Acceptance of Office and Register of Interests forms – All administration requirements have been completed for Cllr Crowley and we welcome her return to the Council.

21/107 To receive correspondence and agree actions.

- (a) Community First Oxfordshire (CFO) – Introduction. Clerk is to invite CFO to the next Full Council.
- (b) CPRE – Flooding questionnaire and Oxfordshire Plan 2050. Cllr Macken is to complete the questionnaire on behalf of the Council.

- (c) WODC - Taxi consultation. Cllr Relph is to respond on one issue on behalf of the Council.
- (d) Resident – Requests double yellow lines outside their property at Spareacre Lane. It was felt that double yellow lines should be avoided in Woodlands Place. Council is to provide help/advice to overcome parking problems if at all possible.

21/108 To receive the Clerk's Report and agree actions – Queries were raised regarding a footpath extension and bus shelter ownership.

21/109 To note installation of 12 electric charging units/bays at Back Lane Car Park by West Oxfordshire District Council and consider how best to communicate the positive step to the community – Cllr Macken outlined the impending project which is being replicated in Bicester. It was felt that the reduction in the number of spaces to park could be a cause for concern whilst the electric charging facilities are beneficial to the community (with proper management). Clerk to raise in the next Eynsham News and ascertain where the bays will be positioned. Cllr Macken is to find out further information about the Bicester car park charging arrangements.

21/110 To review the draft 20mph Scheme Plan, consider amendments and agree actions – It was **RESOLVED** to:-

- (a) Seek OCC's opinion on the best location for the Hanborough Road gateway (after the Dovehouse Close junction) and pursue. The Hanborough Road speed limit will be 20mph to the gateway.
- (b) Change the B4449 speed limit from 50mph to 40mph from the A40 roundabout junction to the Toll bridge roundabout.
- (c) Change the B4044 Oxford Road speed limit from 50mph to 40mph from the Toll Bridge roundabout about to the Toll Bridge.
- (d) Change the Cassington Road speed limit from the National Speed Limit to 30mph from the B4449 Cassington Road roundabout to the A40 junction in view of the number of pedestrians who use the road.
- (e) Leave 40mph limit unchanged for the B4449 business area.

Cllr Crowley is to contact the Old Witney Road Community Action Group who would like traffic calming planters along the Old Witney Road with a view to understanding more about their proposals which may be considered for inclusion in the scheme. Clerk is to discuss the proposals in the next Eynsham News and check the proposed speed limit for the Old Nursery development site. It was agreed that the Clerk investigate the installation and provision cost for a Speed Indicator Device (SID) at Witney Road.

21/111 To receive an update on Xmas light display for 2021 - Cllr Macken discussed some exciting new options for this year's scheme. Eynsham Fire Service may be asked to help put up some decorations (alternatively, volunteers will be used). For further discussion in September.

21/112 To consider annual hall hire/office costs for the Village Hall, to resolve to make the Village Hall its Chambers and agree actions – It was **RESOLVED** to pay the Village Hall Management Committee costs for annual hall hire and office use for the Council's Chambers. It was clarified that the Council will not be returning to the Bartholomew Room for its meetings.

21/113 To review the draft Strategic Plan, consider amendments and agree actions – Cllr Macken and Cllr Zealley outlined work undertaken to date. Clerk is to arrange an informal Strategic Planning meeting for members to assess how the plan dovetails with the Neighbourhood Plan; to help finalise the document in readiness for unveiling at an Annual Parish Meeting in September and provide a demonstration of ParishOnline mapping software.

21/114 Finance.

- (a) To approve payment of accounts – It was **RESOLVED** to pay the accounts as presented. Appendix A refers.
- (b) To approve bank reconciliation – It was **RESOLVED** to approve the bank reconciliation.
- (c) To review the income and expenditure – Reports previously circulated were noted.

21/115 Planning matters.

- () To consider application [21/01357/HHD](#) - 2 Old Witney Road - Single storey side extension. The Council has no objection to this application.
- (a) To consider planning condition 17 of [19/02516/FUL \(20/02264/CND\)](#) - Aurora Solar Farm – Twelve Acre Farm, Chilbridge Road. It was **RESOLVED** to respond requesting to be contacted when the Biodiversity Management Plan is reviewed every c. 5 years so the Council may provide input.
- (b) To provide responses to Oxfordshire County Council's [HIF2 A40 Smart Corridor](#) and [Access to Witney](#) consultations. A response form was completed ([available online](#)).

21/116 To receive reports from Councillors representing the Council on outside bodies/ meetings – Cllr Brown reported that the Playing Field Managers had agreed in principle (subject to positive feedback from West Oxfordshire Safety Advisory Group) to Hatwell's Fair visiting w/c 28 June and using the South Field (dog leg). The Safety Advisory Group had since reported positively on the fair's Covid safety measures undertaken at the recent Witney fair. Cllr Relph reported on his attendance of the RAF Brize Norton Local Consultative Working Group meeting. The Clerk, Cllr Macken and Cllr Relph had attended meetings with OCC on ongoing A40 planning matters including the Smart Corridor plans.

21/117 To note dates of the next Parish Council meetings (in the Village Hall):-

- (a) Amenities & Estates Committee meeting - 15 June 2021 – 7.30pm.
- (b) Planning Committee meeting - 22 June 2021 – 7.30pm.
- (c) Finance & General Purposes meeting - 22 June 2021 – 9.00pm.
- (d) Full Council meeting - 6 July 2021 – 7.30pm.

The meeting closed at 9.50pm.

**Schedule of Payments for approval at the Parish Council Meeting
1st June 2021**

PAYEE	INFORMATION	£
KATHERINE DOUGHTY	MILEAGE	98.28
RACHEL JOHNSON	MILEAGE + EXPENSES	38.87
MICROSHADE BUSINESS	OMEGA HOSTING – MAY	68.40
UBICO LTD	PLAYAREA+STREETCLEAN – APRIL	900.00
PARISH ONLINE	ANNUAL FEE	240.00
UBICO	EMPTY LIT BIN-BIT RD – APR	36.83
UBICO	EMPTY LIT BIN -BIT RD – MAY	36.83
OXFORD SECURITY SERVICES	PLAYING FIELD LOCK UP -APRIL	684.00
McCRACKEN & SON LTD	GRASSCUTTING & WEEDKILLING	1049.26
McCRACKEN & SON LTD	GRASSCUTTING & FISHPOND REPAIRS	887.26
LEYS LONGDEN AND CO	PROFESSIONAL SERVICES – BAR	1620.00
AUDITING SOLUTIONS	INTERNAL AUDIT 2020-21	534.00
BHIB COUNCILS INSURANCE	INSURANCE 2021-22	1844.90
DR HELEN GAVIN	PLANTS DOVEHOUSE CL VERGE	40.95

Please refer to the Cashbook file for all transactions in the previous month and the Nominal Ledger for all transactions in the current financial year.