



EYNESHAM PARISH COUNCIL

Parish Council Meeting
held at Eynsham Village Hall, 7.30pm
on Tuesday 6 July 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 and Cllr N Victory.

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

To receive apologies for absence – Cllr K Crowe, Cllr C Rylett, Cllr F Zealley and Cllr M Zumbuhl.

21/118 To receive Declarations of Interest in agenda items – None.

21/119 To approve the minutes of the Parish Council Meeting of 1 June 2021 - It was **RESOLVED** that the minutes were signed as a true record.

21/120 To approve the minutes of the Amenities & Estates Committee of 15 June 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.

21/121 To approve the minutes of the Finance & General Purposes Committee of 22 June 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.

21/122 To approve the minutes of the Planning Committee of 22 June 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.

21/123 Public Participation - to receive submissions from members of the public – Members of the public raised concern regarding an accident that had occurred at the Cassington Road/B4449 roundabout. Also, concerns regarding Old Witney Road speeding vehicles and access from the Thomas Homes development (previously Eynsham Nursery & Plant Centre). 21/134 refers.

21/124 To welcome Lesley Montague, Community First Oxfordshire to provide an overview of support available – It was noted there are many support services available to the Council and wider community (ie bulk oil buying scheme, planning services, community shop support). It was **RESOLVED** that the Clerk obtain a Parish Transport Survey template for consideration.

21/125 To receive an update report from Eynsham’s West Oxfordshire District Councillors – Cllr Goodwin reported on his membership of the Environment Overview and Scrutiny Committee and Climate Action Group at West Oxfordshire District Council (WODC). It was noted that Thames Water is conducting a village-wide survey by camera and the work at Back Lane will be completed shortly. The Council was requested to work with WODC and Grosvenor on future sports facilities.

21/126 To receive an update report from Eynsham’s Oxfordshire County Councillor – Cllr Levy advised the A40 developments are being funded via Housing Infrastructure Fund and a Science Fund – the proposals are unable to be changed. It was noted that an accident at Cassington Road roundabout has been reported to Highways Safety who are awaiting a report from Thames Valley Police. It was suggested that vehicle speeds and signage on the B4449 need to be reviewed. A new community bus servicing Standlake, Stanton Harcourt, Eynsham and Hanborough Station will start in August. The Parish Council will receive a request for grant funding.

21/127 To consider Nolan Victory for co-option to the Council – It was **RESOLVED** to co-opt Nolan Victory to the Council. Paperwork was completed and Cllr Victory joined the meeting.

21/128 To resolve Cllr Tricia Crowley's memberships to the Planning Committee and Finance & General Purposes Committee and Oxfordshire County Council (OCC) Public Transport Representative – It was **RESOLVED** that Cllr Crowley join the Planning Committee & Finance & General Purposes Committee and is an OCC Public Transport Representative.

21/129 To receive correspondence and agree actions

- (a) Letter Green Axis – Land at Dovehouse Close. Noted.
- (b) Oxford Preservation Trust (OPT) – visit to Lord's Farm before work commences. Clerk is requested to work with OPT to arrange a date for a site visit and to ensure that the PC is kept up to date should plans for Lord's Farm change.

21/130 To receive the Clerk's Report and agree actions – Options for a Vehicle Activated Sign are to be considered for installation on Witney Road. Clerk is to liaise with Cllr Crowley accordingly.

21/131 To consider and approve amended Terms of Reference for the Amenities & Estates Committee – It was **RESOLVED** to approve the Terms of Reference.

21/132 To consider purchasing furniture for the new Council office – It was **RESOLVED** to purchase office furniture/equipment totalling £1175 for the Council's office at the Village Hall.

21/133 To review the specification for the Council's new signs and agree actions – Minor amendments are to be made to the specification following which, quotes will be sought for consideration by Full Council.

21/134 Traffic

- (a) To receive resident's feedback on traffic concerns in the centre of Eynsham and agree actions – A summary report was received and noted. It was **RESOLVED** to:- (i) Research a resident's parking scheme with OCC for the village. (ii) Check the frequency/days of WODC Parking Enforcement Officer with a view to asking for additional visits. (iii) Request a specialist assessment of the village centre. Clerk to contact OCC again.
- (b) To consider a traffic calming scheme at Old Witney Road as part of the 20mph Scheme Plan – It was noted that the 20mph project started in around 2015 as a result of responses received during the Neighbourhood Plan process. It was **RESOLVED** to ask OCC to review a proposed traffic calming scheme for Old Witney Road and recommend additional measures in order to make it compliant with highway guidelines. Concerns were raised regarding traffic using The Evenlode car park as a short cut to/from the A40. A barrier across the centre of the car park was suggested – Cllr Levy/the Chairman are to meet with the landlord. Residents discussed their concerns regarding the increase in traffic to/from the Eynsham Nursery & Plant Centre site along Old Witney Road. It was **RESOLVED** that the Clerk arrange a meeting with Thomas Homes and residents to discuss the proposed access arrangements and traffic calming funding. Highway specifications are to be obtained.
- (c) To receive an update on the draft 20mph Scheme Plan, consider amendments and agree actions – The Clerk updated members on the project. Signage costs are currently unknown, however it is anticipated that these will be funded by grants as much as possible when known. Residents discussed the recent accident at Cassington Road roundabout and the need for a lower speed limit along the B4449. The Council's current proposals can be found at Appendix A. Vehicle speed/volume data is needed.
- (d) To create a Working Group to pursue the 20mph scheme and other linked projects; consider Terms of Reference and agree actions - It was **RESOLVED** to approve the Terms of Reference subject to the inclusion of it being a 'Task and Finish' group. Councillors Crowley, Macken and Osborne were appointed to the Working Group. *The meeting was adjourned for a comfort break at 9.05pm and reconvened at 9.08pm.*

21/135 Finance.

- (a) To approve payment of accounts – It was **RESOLVED** to pay the accounts as presented. Appendix B 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.

21/136 Planning

- (a) W/21/00429/PRMA - Eynsham Emporium Ltd 32 - 34 Mill Street - Premises licence – It was **RESOLVED** to object to the proposed sale of alcohol during the hours of Monday to Sunday, 09.00 - 23.00 as stated on the application form. However, the application would be acceptable for an agreed number of 'special events' for these hours and purpose, in a calendar year. It is understood by the applicants that this is the purpose for the application as opposed to selling alcohol 'til 23.00 on a daily basis.
- (b) To consider a response to the Boundary Commission Review – It was **RESOLVED** not to respond.
- (c) To consider a response to Oxfordshire County Council consultation on proposed updates to the Local Validation Requirements for Applications Submitted to the County Council - It was **RESOLVED** not to respond.

21/137 To receive an update on the acquisition of land to the rear of Polar Technology – It was **RESOLVED** to draft a costed Schedule of Works for future hedge/tree maintenance for consideration by Polar Technology.

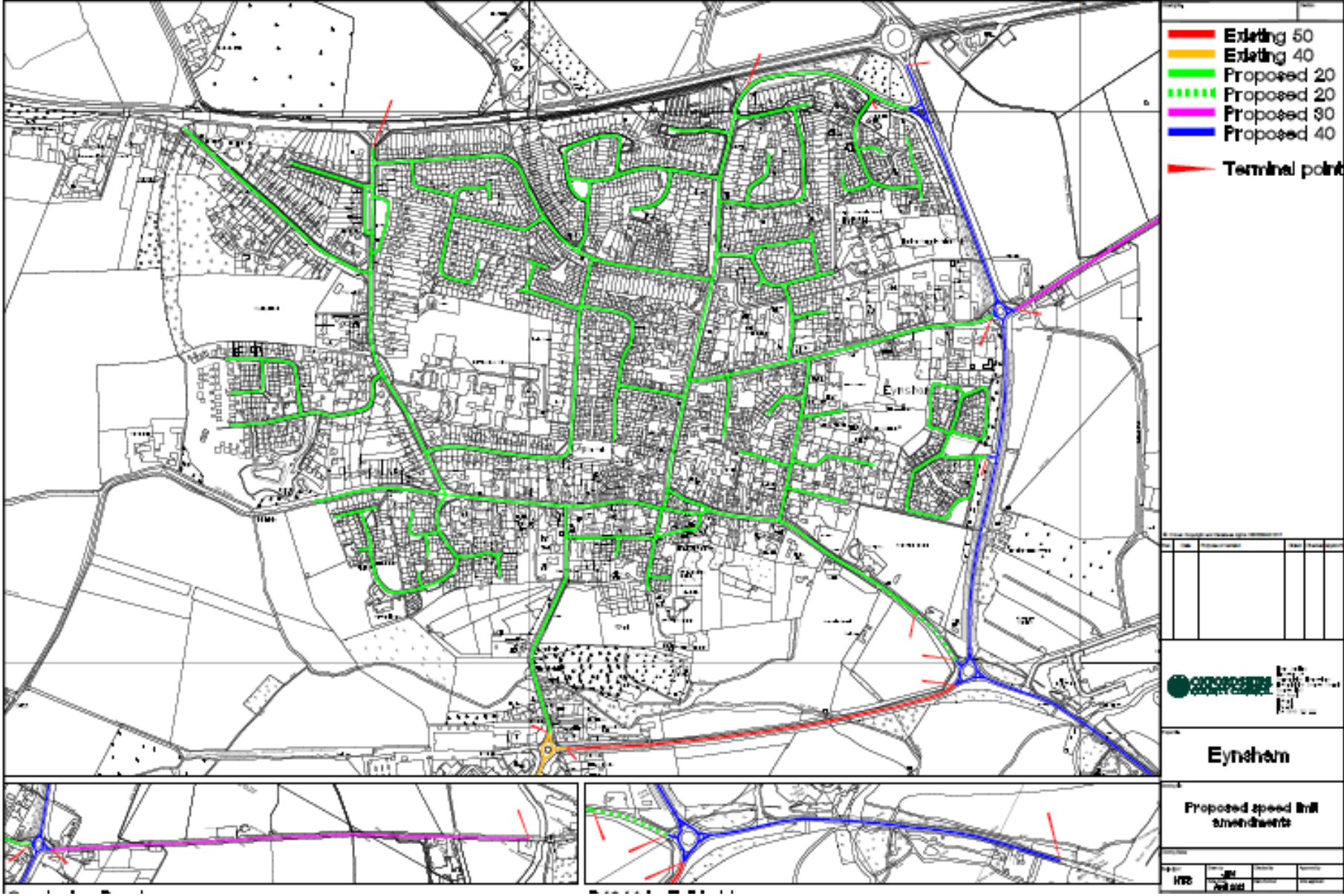
21/138 To receive an update on creating an Eynsham Greenbelt for the purposes of promoting biodiversity and recreation and agree actions – Cllr Relph provided an update on land ownership and the project in general.

21/139 To receive reports from Councillors representing the Council on outside bodies/ meetings – Cllr Reph reported on Oxfordshire Association of Local Council's AGM. It was noted that a [Councillor Conduct Government Petition](#) is currently ongoing and encouraged members to sign. Cllr Macken reported on [GreenTEA's 'Big Green Week'](#) and the Council's opportunity to take part. It was noted that the Park & Charge pilot scheme at Bicester will be the same scheme and equipment being installed in the village.

21/140 To note dates of the next Parish Council meetings (all at 7.30pm in the Village Hall):-

- (a) Amenities & Estates Committee meeting - 13 July 2021.
- (b) Extra Finance & General Purposes Committee meeting - 27 July 2021.
- (c) Planning Committee meeting - 20 July 2021 and 24 August.
- (d) Full Council meeting - 7 September 2021 (no meeting in August).

The meeting closed at 9.50pm.



**Schedule of Payments for approval at the Parish Council Meeting
6 July 2021**

PAYEE	INFORMATION	£
KATHERINE DOUGHTY	MILEAGE + EXPENSES	88.11
RACHEL JOHNSON	MILEAGE	10.62
SARAH REES	MILEAGE + EXPENSES	34.30
MICROSHADE BUSINESS	OMEGA HOSTING – JUNE	68.40
UBICO LTD	PLAYAREA+STREETCLEAN – MAY	930.00
OALC	TRAINING – R MACKEN	120.00
OALC	TRAINING – N RELPH	120.00
UBICO	EMPTY LIT BIN-BIT RD – JUNE	36.83
OXFORD SECURITY SERVICES	PLAYING FIELD LOCK UP -MAY	840.00
OCC	SPEED SURVEY – PAVILION CAR PARK	180.00
PUMPKIN PIP	ANNUAL FEE	499.00
WODC	EMPTY DOG BIN JULY-SEPT	492.17
VIKING	STATIONERY	52.09
WHITES CLEANING COMPANY	VIRABACT CLEANING FLUID 5L	30.00
EVENLODE DIY	HALL KEYS + CHICKENWIRE+POSTS	33.80
SLCC	COMMUNITY GOV TRAINING -KD	1470.00
WHITES CLEANING COMPANY	PAVILION CLEANING – 8 WEEKS	168.48
MCRACKEN & SON LTD	GRASSCUTTING	629.26
WINDRUSH ECOLOGY	BAT/BIRD SURVEYS BARTH.RM.	1920.00

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.