



EYNESHAM PARISH COUNCIL

Parish Council Meeting held at
Eynsham Village Hall and remotely by M.Teams,
7.30pm on Tuesday 18 October 2022

MINUTES

Councillors Present – Cllr R Macken (Chair), Cllr M Chen, Cllr T Crowley, Cllr D Knight, Cllr A Mosson, Cllr S Osborne, Cllr A Partlett, Cllr B Partlett and Cllr C Rylett.

Also in attendance – Clerk to the Council and seven members of the public. In attendance remotely – Deputy Clerk and one member of public.

22/124 To receive apologies for absence – Cllr S Brown. Cllr N Victory was not present.

22/125 To receive Declarations of Interest in agenda items – None.

22/126 To approve the following meeting minutes and note the delegated decisions contained therein:-

- (a) It was **RESOLVED** to approve and sign as a true record the minutes of the Parish Council Meeting of 27 September 2022.
- (b) It was **RESOLVED** to approve and sign as a true record the minutes of the Finance & General Purposes Committee of 11 October 2022 and note the delegated decisions contained therein.

22/127 Public Participation – A member of the public requested an update on the re-opening of Conduit Lane. County Councillor Dan Levy was present and reported that the old wall has been demolished by the landowner and legal work is taking place between the landowner and Oxfordshire County Council (OCC). It is a ludicrous length of time for the closure. There is a continuing disregard by OCC for the residents of Eynsham - no completion date is known at the moment. It was noted that a hedgerow is overhanging the footpath by the Evenlode Pub and residents have to walk in the road. Clerk will email the pub to request it is trimmed back.

22/128 To receive an update report from Eynsham's West Oxfordshire District Councillors and Oxfordshire County Councillor – District Cllr Andy Goodwin advised that West Oxfordshire District Council's (WODC) Area Action Plan Main Modifications consultation closes on 4 November. It is recommended that residents provide their feedback to WODC. Cllr Rylett is to enquire about the publication of consultation responses. WODC Local Plan 2041 is available for consultation. WODC anticipate submitting the draft to the Planning Inspector in December 2023 for adoption in 2024 at the earliest. Developer Contributions Supplementary Planning Document is open to consultation on 'Commonplace' and sets out what developers are responsible for. There are no significant changes from the previous version. Clerk is to doublecheck whether previous response is still appropriate.

The Local Plan 2031 includes phased housing targets which have not been met. WODC is unable to prove that it neither has or doesn't have a 5 year housing land supply. Officers are working on a statement of exact numbers by the end of the month. Strategic Sites have been depended on to be delivered on time, which haven't been. This is a temporary problem which will be resolved by next September when standard methodology will be used.

In response to housing delivery, water shortage and inadequate sewerage was raised as an ongoing concern. It was noted that WODC can't object to a planning application on the grounds of a lack of infrastructure – only the Environment Agency has power over Thames Water.

County Councillor Dan Levy reported that OCC's budget processes are underway for the next financial year. £50m needs to be saved. England HIF funding for the A40 scheme will be received in December.

22/129 Bartholomew Educational Foundation - Cllr Carl Rylett was re-appointed as Trustee to the Bartholomew Educational Foundation and Nick Relph re-appointed (there being no other Councillors who wished to be appointed).

22/130 Stewardship

- (a) To reflect on Community First Oxfordshire's workshop – Cllr Macken advised that 5 Councillors attended a recent workshop provided by Community First Oxfordshire (CFO) who discussed how community assets such as green spaces and community centres, could be managed under a stewardship arrangement for the Garden Village and West Eynsham SDA. This means that a Trust is created with representatives from existing village residents/organisations and the Parish Council with funding provided up-front to cover an agreed number of years' maintenance.

There are many advantages and disadvantages to a stewardship arrangement which require further exploration and another briefing session will be held.

The key message was that if the community want to pursue stewardship arrangements in the new developments, it should be pursued as early as possible before S106 agreements are entered into. We are currently at this point for West Eynsham.

- (b) To discuss stewardship arrangements at Salt Cross Garden Village and West Eynsham Strategic Development Area and agree actions. All land agents have asked whether the Council wish to take on community assets or whether a stewardship arrangement is supported – the default position is ordinarily for developers to use management companies, at an additional expense to residents and which the CFO workshop felt was a poor arrangement.

Residents who attended the Council's Neighbourhood Planning consultation event supported stewardship and elements are being included for consideration in the Neighbourhood Plan. It was felt that independent organisations work best with council representation. The best funding is to create an endowment that funds the stewardship in perpetuity. Milton Keynes has many parks which are funded by a stewardship. An appropriate way forward may be for the assets to be transferred to the Council to manage. The structure of stewardship is key to ensuring the right management solution is secured.

22/131 Resignation – It was with regret that the Council noted the resignation of Cllr Katy Crowe. The Monitoring Officer has been informed.

22/132 New Oxfordshire Code of Conduct

- (a) It was **RESOLVED** to adopt an updated Code of Conduct document provided by West Oxfordshire District Council (as amended).
- (b) It was noted that new Register of Interest forms require completion (undertaken when the meeting closed).

22/133 Finance

- (a) It was **RESOLVED** to approve the Schedule of Payments.
- (b) It was **RESOLVED** to approve the bank reconciliation.
- (c) The income and expenditure for the year to date was reviewed and queries responded to.

- (d) It was noted that the External Audit was complete and the External Auditor's Certification of Completion received. Responsible Financial Officer is to query the comment raised that the public rights notice should have been published sooner to avoid repetition in the future.

22/134 Master Project List and Dashboard Report.

- (a) To review the Master Project List and Dashboard Report – Cllr Macken summarised reports.
- (b) Officers to provide further information on projects/tasks if requested – It was noted that the Local Council Quality Award application has been submitted.

22/135 To receive reports from Councillors representing the Council on outside

bodies/meetings – Cllr Crowley is to attend the Parish Transport Representatives Meeting. It was noted that buses are operating at 85% pre-covid level and Government subsidies cease at end of October. Civil parking enforcement is returning to OCC next year. On street parking enforcement is in much demand with over 300 requests from councils so far. It was felt that future transport consultations need to be considered by the Planning Committee. Cllr Chen is meeting with GreenTEA next week.

22/136 To note the dates of the next Parish Council meetings (all at 7.30pm in the Village Hall unless otherwise indicated):-

- (a) Extra Traffic Working Group meeting – 25 October 2022, 6.45pm.
- (b) Amenities & Estates Committee meeting – 25 October 2022.
- (c) Extra Full Council meeting – 8 November 2022, 6.45pm.
- (d) Finance & General Purposes Committee meeting – 8 November 2022.
- (e) Full Council meeting – 15 November 2022.
- (f) Amenities & Estates Committee meeting – 22 November 2022.
- (g) Extra Planning Committee meeting – 29 November 2022.

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

22/137 Eynsham Village Hall

- (a) To discuss the current lease arrangement and agree actions – Councillors discussed current arrangements and agreed actions.

The meeting closed at 9.10pm.

**Schedule of Payments for approval at the Annual Parish Council Meeting
18th October 2022**

PAYEE	INFORMATION	£
WHITES CLEANING COMPANY	CONTRACT CLEAN 5SEP-2OCT	421.20
MOORE	EXTERNAL AUDIT 2021-22	1200.00
GRAHAM PODBURY	GRASS CUTTING	265.00
OALC	TRAINING – RJ	66.00
WELLERS HEDLEY	TRUSTEE ADVICE	360.00
K DOUGHTY	EXPENSES/MILEAGE/MATERIALS	782.49
UBICO	STREET CLEANSING SEP-22	870.00
WODC	DOG BIN EMPTYING OCT-DEC22	492.17
PIPER HEATING	WATER LEAK PAVILION	133.99
ADT	ANNUAL ALARM SERVICE	204.83
OXFORD SECURITY SERVICES	SECURITY – SEP-22	744.00

PAYMENTS APPROVED SINCE THE LAST MEETING UNDER FINANCIAL REGULATIONS

4.1

WHITES CLEANING CO	CONTRACT CLEAN-16 MAY-12JUN	421.20
WHITES CLEANING CO	CONTRACT CLEAN-13JUN-10JULY	421.20
WHITES CLEANING CO	CONTRACT CLEAN 11JUL-7AUG	421.20
WHITES CLEANING CO	CONTRACT CLEAN 8AUG-4SEPT	421.20
D SHARP	EXPENSES	125.49
LOW ENERGY SUPERMARKET LTD	MATERIALS BARTHOLOMEW RM	18.53
AMAZON	MATERIALS FOR NOTICEBOARDS	11.20
SAFE TREAD	MATERIALS FOR FISHPONDS	328.44
B&Q	POSTCRETE FOR POSTS (VARIOUS SITES)	158.00

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.