



EYNESHAM PARISH COUNCIL

Parish Council Meeting held at
Eynsham Village Hall
7.30pm on Tuesday 17 January 2023

MINUTES

Councillors Present – Cllr R Macken (Chair), Cllr S Brown, Cllr T Crowley, Cllr D Knight, Cllr A Mosson, Cllr S Osborne, Cllr A Partlett, Cllr B Partlett, Cllr C Rylett and Cllr N Victory.
Also in attendance – Clerk to the Council. There was one member of the public in person and three joined remotely.

23/1 To receive apologies for absence – Cllr R Macken.

23/2 To receive Declarations of Interest in agenda items – None.

23/3 Minutes

- (a) It was **RESOLVED** to approve and sign as a true record the minutes of the Full Council meeting of 20 December 2022.
- (b) It was **RESOLVED** to approve and sign as a true record the minutes of the Traffic Working Group of 20 December 2022. The recommendations were considered and approved.
- (c) There were no minutes of the Planning Committee of 13 December 2022 as the meeting was cancelled. Cllr Rylett joined the meeting.

23/4 Public Participation – None.

23/5 To receive an update report from Eynsham's West Oxfordshire District Councillors and Oxfordshire County Councillor – County Councillor Dan Levy reported that he is liaising with Thames Water to try to improve matters locally regarding the investment in water infrastructure for new developments and Back Lane problems which has tanker lorries servicing the network again. Thames Water now provide a map at <https://www.thameswater.co.uk/edm-map> that details where raw sewage is being dumped into watercourses. It was noted that Botley Road hasn't been closed temporarily by Network Rail as was originally planned. Residents can sign up for Network Rail regular news updates on the Oxford Phase 2 project at <https://lineside.networkrail.co.uk/oxford-phase-2>. District Councillor Carl Rylett reported that West Oxfordshire District Council (WODC) is discussing its draft [West Oxfordshire Council Plan 2027](#) and finalising its budget for 2023/24. It was noted that WODC has not considered its position regarding Botley West Solar Farm – its role is to collect evidence and provide an Impact Analysis and Statement of Adequacy on consultations.

23/6 Finance

- (a) It was **RESOLVED** to approve the Schedule of Payments at Appendix A.
- (b) It was **RESOLVED** to approve bank reconciliation.
- (c) To review the income and expenditure for the year to date. A query was raised regarding the calculation of Ubico/WODC's invoices for bin emptying as there is insufficient information provided. Clerk is to pursue improved invoices and circulate details by email.

23/7 I.T.

- (a) To receive an update on laptop requirements – The Deputy Clerk and Cllr Macken had met with Cloudy IT earlier today to assess a replacement HP laptop for the devices currently held. One laptop has been purchased to assess which is for use by Cllr Macken. Cloudy IT also assessed the internet connection at the Village Hall as connection problems during meetings continue to be experienced.
- (b) To consider a quote by Cloudy I.T. for replacement laptops, improved internet connection and agree actions – The laptop quote for £1943 includes:-

- The return/refund and replacement of 13 laptops. (The old laptops will be donated to [Donate 2 Educate](#) by Cloudy IT.
 - Set-up, configuration and labour costs.
 - HP laptops are 6-7 years' old which are new, unused and not reconditioned.
 - Battery life is 2.5-3 hours.
 - There is no change to Microsoft costs. (It was noted that all new laptops will need to be upgraded to Windows 11 and no problems are anticipated).
- (An alternative new Acer model at similar spec would cost £4010 by comparison).

The Business Fibre quote (one off cost £1065 and monthly cost £55) includes:-

- Hardware – Firewall, Wifi access point, 5 port switch
- Labour – Set up of all hardware and general support.
- Business Fibre Unlimited (FTTC 80/20 – 50.8-75.5Mbps downstream and 12.2-20Mbps upstream).
- The improved wifi will be available to hall hirers and assist remote meeting connections.

The Clerk advised there are no funds available in the 2022/23 budget. It was **RESOLVED** to accept both quotes and work with the Village Hall Management Committee/Witney Radio as required. Funds will be found in any underspends in budgets and vired before the financial year end.

23/8 Planning

- (a) To consider the following planning applications:-

22/03325/FUL	All Views, 67 Old Witney Road	Demolition of existing outbuildings. Erection of Two Bedroom Chalet Bungalow with off street parking. No objection.
R3.0164/22	Land West of Cuckoo lane and adjacent to the A40, Eynsham	Details pursuant to condition 36 (Lighting Details) of planning permission 19/01095/ADJ and 19/01725/CC3REG (R3.0057/19). Clerk is to respond that documents are impenetrable and there is insufficient information to understand how the lighting will affect residents.
22/03289/FUL	Twelve Acre Farm	Erection of an equine wash bay and replacement stable block. Comment only that an appropriate environmental risk assessment of waste water being discharged from the stable block into the ground water system (and into the Chil Brook) should be undertaken for consideration.
22/03484/OUT	Land West of Derrymerrye Farm Old Witney Road	Outline planning application (with all matters reserved) for residential development of up to 180 dwellings together with open space, landscaping, parking and all associated infrastructure and engineering works. Object. See Appendix B.

- (b) To review the planning applications log and note recent decisions. Recent decisions were discussed. It was also noted that enforcement action is being pursued regarding the illegal dumping of waste at the Old Pumping Station, Oxford Road.

23/9 To receive an update on the West Eynsham Strategic Development Area (SDA) – It was noted that the Developer Group is to submit an Addendum to the SDA Masterplan which includes the addition of two areas for development instead of green infrastructure.

23/10 Consider a draft response to the West Eynsham SDA Masterplan Addendum and agree actions – The Council considered a response. The final version is available at Appendix C.

23/11 To resolve to pursue a new Burial Ground in West Eynsham SDA, write to landowners and agree actions – It was **RESOLVED** to pursue a new Burial Ground in West Eynsham SDA as there are very few burial spaces left in the village. It was agreed to write to landowners courtesy of Chess Engage (West Eynsham SDA Developer Group). It was agreed that a second parcel of land is pursued with OCC in parallel, should the land off Chilbridge Road not be made available. (Cllr Victory left the meeting).

23/12 To review the Master Project List and Dashboard Report – Clerk reported on finance, Councillor attendance, communications and objectives. Cllr Crowley queried a task assigned to her. Clerk is to check.

23/13 To receive reports from Councillors representing the Council on outside bodies/meetings – Cllr Chen reported on her and Cllr Macken’s attendance on behalf of the Council at a Nature Recovery Network event.

23/14 To note the dates of the next Parish Council meetings (all at 7.30pm in the Village Hall unless otherwise indicated):-

- (a) Traffic Working Group meeting – 31 January 2023, 6.45pm
- (b) Planning Committee meeting – 31 January 2023
- (c) Amenities & Estates Committee meeting – 7 February 2023 (7.00pm)
- (d) Full Council meeting – 21 February 2023

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

23/15 Bartholomew Lease

- (a) The Clerk’s report to the Council was received and its comprehensiveness, noted.
- (b) To resolve that the disposal of land transaction complies with [the Local Government Act 1972 s127](#) and the [Local Government Act 1972: General Disposal Consent \(England\) 2003](#) that:-
 - i. the local authority considers that the purpose for which the land is to be disposed is likely to contribute to the achievement of the promotion or improvement of social well-being; and
 - ii. the difference between the unrestricted value of the land to be disposed of and the consideration for the disposal does not exceed £2,000,000.

The Clerk referred to correspondence from Strutt & Parker that supported item ii. It was **RESOLVED** that the disposal of land transaction complies with legislation at i and ii. Proposed by Cllr Knight, seconded by Cllr Osborne, seven in favour, one against, one abstention. Carried. It was agreed that the Clerk will diarise to review the lease at the first break clause to assess whether the income can be increased.

The meeting closed at 9.40pm.

SCHEDULE OF PAYMENTS

PAYEE	INFORMATION	£
<u>INVOICES TO BE APPROVED FOR PAYMENT</u>		
WHITES CLEANING	CLEAN PAV&BAR-28Nov-25Dec	589.68
WHITES CLEANING	HAND TOWELS + TOILET TISSUE	54.85
OXFORD SECURITY SERVICES	LOCKUP – PAV – DEC	768.00
OXFORD DIRECT SERVICES	PLAY AREA INSPECTIONS	4256.93
OXFORD DIRECT SERVICES	VARIOUS PLAY AREA REPAIRS (INV AWAITED)	4195.00
CLOUDY IT	IT SUPPORT – JAN	505.08
EYNHAM NEWS	DOUBLE SPREAD – FEB	150.00
PIPER HEATING	BOILER MAINTENANCE – BAR	219.62
WODC	EMPTY DOG BINS JAN-MAR23	492.17

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.

PAYMENTS APPROVED SINCE THE LAST MEETING UNDER FINANCIAL REGULATIONS**4.1**

EVENLODE DIY	VARIOUS MATERIALS	318.62
HELPFUL THINGS	XMAS LIGHTS HOIST	97.20
OXFORD DIRECT SERVICES	VARIOUS PLAY AREA REPAIRS (INV AWAITED)	270.00
FIR TREE FARM, WITNEY	XMAS TREE (INV AWAITED)	450.00



EYNESHAM PARISH COUNCIL

CLERK: KATHERINE DOUGHTY,
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Telephone: 07956 901622 Email: epc.clerk@eynsham-pc.gov.uk Web: www.eynsham-pc.gov.uk

Joan Desmond
Planning Services
West Oxfordshire District Council

Sent by email – Joan.Desmond@publicagroup.uk

20 January 2023

Dear Joan

Application No.	22/03484/OUT
Proposal	Outline planning application (with all matters reserved) for residential development of up to 180 dwellings together with open space, landscaping, parking and all associated infrastructure and engineering works.
Location	Land West of Derrymerrye Farm, Old Witney Road, Eynsham
EPC Response	Object

Eynsham Parish Council object to the application as it is contrary to planning policies including those for sustainable development. If the Local Planning Authority approve the application, the Council formally request to be consulted on all Reserved Matters applications. This response should be read in addition to the Council's previous submission.

**1. Eynsham Neighbourhood Plan - ENP3 (b) Infrastructure & Utilities
West Oxfordshire Local Plan – OS2 Locating development in the right places
National Planning Policy Framework – 8 c) Achieving sustainable development**

- 1.1. It is noted in the Utilities and Wastewater Assessment that there is sufficient capacity in the sewerage network for connection up to 100 dwellings and only 50 dwellings can be connected to the potable water mains network.
- 1.2. Referring to the applicant's previous proposal (22/03379/OUT) Thames Water's initial response¹ (dated 17 September 2020) advised that whether the application was for 200 or 1000 homes, there was insufficient capacity in the foul water network, however they would work up a solution. In Thames Water's second response² (dated 22 July 2022), capacity in the network is available for 50 homes, but beyond that upgrades to the foul water network are required.

¹ https://publicaccess.westoxon.gov.uk/online-applications/files/1D9C9087BBE0FF24F95914DBF227B179/pdf/20_03379_OUT-UTILITIES-908323.pdf

² https://publicaccess.westoxon.gov.uk/online-applications/files/6076FEA8E8C5EF4E01CD6ECC38125C88/pdf/20_03379_OUT-THAMES_WATER-1118276.pdf

- 1.3. The foul water network is already at capacity due to Thames Water's need to discharge untreated sewage in local rivers as evidenced by Windrush Against Sewage Pollution reports³ and Thames Water's new mapping system at <https://www.thameswater.co.uk/edm-map>.
- 1.4. Furthermore, when reviewing Thames Water's response for the Salt Cross Garden Village planning application⁴ (20/01734/OUT), the position is equally as challenging as there is no capacity for foul/waste or potable water supply within the existing networks. To summarise, for the development of West Eynsham Strategic Development Area and Salt Cross Garden Village (approximately 3200 homes), there is essentially no capacity in the water networks and no solutions for consideration.
- 1.5. We note that Thames Water has commented only to the consultation (not objected) and recommend conditions to address the network capacity issues. However, when referring to the Local Plan on this issue, para 4.3.1 raises the problem of 'water stress'⁵ and it appears the infrastructure capacity problem is more extensive than say, installing new water mains or upgrading Sewage Treatment Works. As part of the Local Plan examination evidence, AECOM submitted West Oxfordshire Water Cycle Study: Phase 1 scoping study (2016:2)⁶ in which it reports '...Waste Water Treatment Works (WwTW) serving areas of proposed growth in the Local Plan have adequate capacity to accommodate flows from new development with the exception of Cassington WwTW which serves Eynsham; Cassington WwTW would require upgrades to accommodate both local planned growth and allocation of unmet need of the City of Oxford. No details have been provided as to how this will be achieved.
- 1.6. Within AECOM's report, Thames Water's Water Resources Management Plan (2014) (WRMP) refers to the supply of water in which it forecasts '...a water supply deficit by 2024/25 in SWOX (Swindon Oxfordshire area) under dry year annual average conditions driven by a combination of population increase and climate change. Increased housing projections resulting from the Oxfordshire Strategic Housing Market Assessment (SHMA) after publication of the WRMP could potentially bring forward this deficit. Whilst TWUL has plans in place to secure supply, there is significant pressure on water resources in this area, which could benefit from initiatives to encourage reduced water consumption.'

³ https://www.windrushwasp.org/files/ugd/cda311_c6239944bde4dfc86348d7a0b72f044.pdf

⁴ https://publicaccess.westoxon.gov.uk/online-applications/files/7F0400EA7F54643DC620914C77A87CF7/pdf/20_01734_OUT-THAMES_WATER-1065112.pdf

⁵ 4.3.1 West Oxfordshire falls within an area of demonstrable 'water stress' and planned growth and other pressures are forecast to lead to a supply demand deficit in the next ten years. The West Oxfordshire Water Cycle Study: Phase 1 Scoping (2016), in assessing the impact of the Local Plan upon the water environment and water infrastructure provision, concludes there is strong justification for West Oxfordshire to have a water efficiency policy in line with the Building Regulations optional requirement of 110 l/h/d. This will support Thames Water's resource management planning and help to achieve more sustainable water usage.

⁶ <https://www.westoxon.gov.uk/media/rqwljqf4/env11-west-oxfordshire-water-cycle-study-phase-1-scoping-study-november-2016.pdf>

- 1.7. Thames Water has published an updated Water Resources Management Plan (2019) which covers the Swindon Oxfordshire area. It states 'SWOX has a supply/demand deficit in dry year critical period (DYCP) starting from 2022/23 and growing throughout the planning period to 31 Ml/d by 2099/00.'
- 1.8. Amongst a series of proposals to address water shortage and improve resilience, a new reservoir at south-west Oxfordshire is planned (the 'South East Strategic reservoir scheme') which is anticipated to be in use for 2037/38 (2019:58). However, Oxfordshire County Council find the scheme flawed⁷ and the water stress our region is now experiencing, is unlikely to be resolved as planned.
- 1.9. It is therefore Eynsham Parish Council's view that until the potable water supply and foul/waste challenges are addressed with long term proposals, the application is not in accordance with the sustainable objectives of the NPPF or local policies. ENP3(b) requires that 'developers shall demonstrate before development consent is given that each utility network has or will have adequate capacity before occupation...'

Other comments - Eynsham Neighbourhood Plan

2. ENP3 Community Facilities

- 2.1. Infrastructure should be built first. This will avoid children being transported by car to the existing primary school which would otherwise be (a minimum of) a 26+ minute walk along the A40 footpath.

3. ENP5 Sustainability: Climate Change

- 3.1. The Council note the proposed Sustainability Strategy (page 3) and support the proposed fabric first approach in line with Future Homes Standard 2025. We commend the site being electric only – no gas. The new Future Homes Standard should ensure that all new homes built from 2025 will produce 75-80% less carbon emissions than homes delivered under current regulations⁸. We firmly encourage the applicants to do more than the minimum required in current Building Standards and commit to roof mounted PV arrays for renewable energy in addition to all other viable options.

⁷<https://news.oxfordshire.gov.uk/download/1161059/oxfordshirecountycouncilwrseconsultationresponsemar2022final.pdf>

⁸ <https://www.architecture.com/knowledge-and-resources/knowledge-landing-page/the-future-homes-standard-explained>

4. ENP7 Sustainable Transport

4.1. The Design & Access Statement Addendum Movement Strategy (page 24) refers to a vast number of Private Drives (shared surface). Eynsham Parish Council object to this proposal – all roads should be of a standard maintainable by Oxfordshire County Council (OCC) as the local highway authority, in accordance with Oxfordshire Street Design Guide (2021:17). Further, given the quantity and length of these ‘drives’, they are more identifiable as secondary roads and should be designed, constructed and adopted by OCC as such. Neither residents or management companies should be required to oversee maintenance of these areas and the Council object to this money-saving proposal (Manual for Streets, 2007:134).

5. ENP14A Sustainable Growth

5.1. There is much consternation regarding vehicle access on the Old Witney Road. It is proposed that this current dead-end road, will be used by the Nursery Site and this site to access the Spine Road/village. Policy ENP14A H. provides that ‘...accessible and safe connectivity between new development and Eynsham ...is designed to minimise the impact on through traffic and existing road users.’ Further, at paragraph I, proposals shall be required to ‘...avoid congestion in the village by limiting vehicular access through the village to new developments.’ Vehicular access through Old Witney Road should be kept to a minimum and the road limited to pedestrians/cyclists access only at the earliest possible time.

5.2. The Council support the Central Residential Boulevard and all other roads in the SDA being designed and implemented at 20mph speed limit specifications. All Eynsham village roads are 20mph limits with only the outer ring roads set at 30/40mph limits.

It is clear from Oxfordshire County Council that substantial archaeological work is required to support the application. Aerial photography appears to show substantial cropmarks.

The application in its current form, does not achieve the economic, social or environmental objectives that constitutes sustainable development as set out in the National Planning Policy Framework 2019 and does not comply with WODC’s Local Plan 2031.

There are sustainability issues to be overcome before this application can be considered compliant with planning policies.

Yours sincerely



Mrs Katherine Doughty
Clerk to the Council



EYNESHAM PARISH COUNCIL

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West Oxfordshire District Council

Sent by email – chris.hargraves@westoxon.gov.uk

19 January 2023

Dear Chris

Proposed West Eynsham Masterplan Addendum - Objection

Eynsham Parish Council value the continuing developer group/District Council liaison meetings on West Eynsham SDA and Salt Cross Garden Village. The most recent meeting arranged by the developer group, presented the Addendum document with the main amendment being the inclusion of the two additional development parcels proposed for West Eynsham and some of their material considerations/risks.

Principle for the Addendum

It was noted these have been included for development due to a potential legal challenge rather than an apparent 'need' to include the extra parcels to aid the successful masterplanning process or to meet other relevant policies. Eynsham already has 3200 new homes allocated to it in the current Local Plan 2031 therefore it could be argued that the parcels are not needed for even more homes.

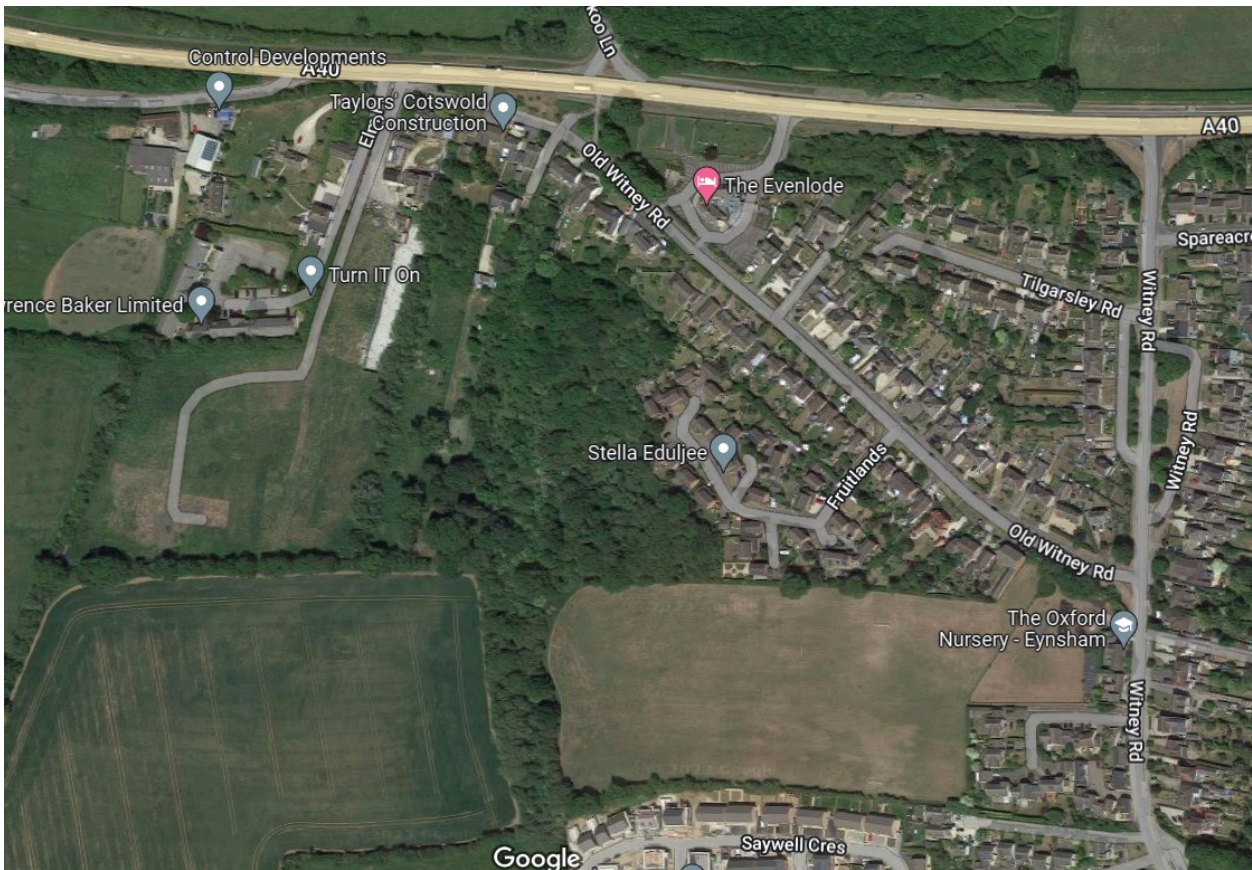
Insufficient information

It was noted at the meeting that due to the recent proposal to include the two new parcels of land within the West Eynsham proposals, not all surveys or assessment work had yet been undertaken. This may account for why Local Green Space 6 Fruitlands Wood in the [Eynsham Neighbourhood Plan](#) (page 38) has been omitted from the Addendum regarding the Old Witney Road site (page 10 Site Constraints and Opportunities).

Similarly, whilst the land parcels have been included for development, an assessment of whether the proposed developments comply with planning policies has not been sufficiently completed. Constraints for the Old Witney Road parcel include complete removal of a Deciduous Woodland Priority Habitat which is adjacent to the Fruitlands Wood. Also, the area appears to be a medium/high risk flood risk from surface water ([Environment Agency](#)).

To put the Old Witney Road parcel into context, the [Google image](#) overleaf shows the extent of woodland which is marked as potential development land on page 16 of the Addendum.

Continued



Both sites are indicated on the adopted Masterplan as 'Green Infrastructure including recreational open space, natural green space and SuDS.' In the Parish Council's S106 request letter to you (December 2022), it was requested that that the newly proposed Chilbridge Road site is earmarked as a Burial Ground as there is an urgent need for burial space.

Phasing and access to the sites is unclear. Traffic is already to use Old Witney Road for the Eynsham Nursery site (77 homes) until access is provided via the Derrymerrye Farm development site. This is currently a quiet, no-through road. The Council would therefore not wish any additional traffic to use this road should the Old Witney Road site in the proposed Addendum be adopted. Regarding the proposed additional site to the south, the Council would not wish the Chilbridge Road to be used for access as it is an incredibly popular bridleway and is the only access route from village to surrounding countryside, without crossing a main road.

Burial land

Eynsham will have exhausted its burial space by May next year based on the current burial rates and it is imperative that space is allocated for this within West Eynsham SDA as all other options have been exhausted over previous years. It was therefore disappointing to see this parcel of land included in the Addendum. A letter has been sent to the landowners asking for their consideration on this matter. The Council has made it clear throughout the masterplanning process that land is desperately needed for this purpose.

If the Addendum is adopted by the District Council and the additional sites are made available for development, alternative viable green sites should be made available within the Masterplan for potential use as a Burial Ground and green infrastructure.

Given the potential impacts described above due to the inclusion of the new parcels of land, Eynsham Parish Council believe these represent a material change in the size and scope of the West Eynsham Masterplan and request that an opportunity for wider consultation amongst the local community and their feedback taken into account before the Addendum is considered by West Oxfordshire District Council.

Yours sincerely

A handwritten signature in black ink that reads "K. Doughty". The signature is written in a cursive style with a large, looping 'D'.

Mrs Katherine Doughty
Clerk to the Council