



# EYNSHAM PARISH COUNCIL

Annual Parish Council Meeting  
in the Bartholomew Room at 6.30pm  
on Tuesday 14 May 2019

## MINUTES

**Councillors Present** - Cllr G Beach (Chairman), Cllr S Brown, Cllr K Crowe, Cllr P Crowley, Cllr P Emery, Cllr A Mosson, Cllr S Osborne, Cllr N Relph, Cllr C Rylett and Cllr M Zumbuhl.

**Also in Attendance** – Clerk to the Council, County Councillor Mathew, District Councillor Levy and 1 member of the public.

The Clerk received all signed Acceptance of Office forms from the newly elected Councillors.

**19/63 To elect Chair for 2019/20** – Cllr Beach was elected as Chair for the year 2019/20. The Acceptance of Office was signed and witnessed.

**19/64 To elect Vice-Chair for 2019/20** – Cllr Emery was elected as Vice-Chair for the year 2019/20. The Acceptance of Office was signed and witnessed.

**19/65 To receive apologies for absence** – Cllr Relph sent his apologies for his late arrival.

**19/66 To receive Declarations of Interest in agenda items** – None.

**19/67 To confirm the minutes of the Council meeting of 2 April 2019** - It was **RESOLVED** that the minutes were signed as a true record.

**19/68 To confirm the minutes of the Extra Planning Committee meeting of 9 April 2019** – It was **RESOLVED** that the minutes were signed as a true record and the application responses were noted.

**19/69 Public Participation** – A resident discussed his objections to the planning applications for Abbey Farm.

**19/70 To receive correspondence:-**

- (a) Correspondence from Oasis and West Oxfordshire CAB thanking the Council for grants.
- (b) Letter from Robert Courts MP regarding Village Hall funding.
- (c) Eynsham Flower Festival invitation.
- (d) Eynsham Carnival road diversion notice.
- (e) Letter from Chris Grayling MP to Robert Courts MP declining a meeting regarding the A40 due to the impending planning application.

**19/71 To consider the Clerk's Report and agree actions** – The report was received and discussed. Cllr Osborne advised that the public right of way 206/6 problem had been logged on Oxfordshire County Council's (OCC) Countryside Service website already. Clerk is unable to establish land ownership and will try to speak with the OCC regarding the problem. Also, that the repair work undertaken at the Fishponds needs further attention. Clerk is to pursue with McCracken & Son.

**19/72 To discuss any matters arising at the Annual Parish Meeting** – No matters raised.

**19/73 To consider the following planning applications:-**

- (a) 19/00852/OUT - 29 Clover Place - Erection of detached dwelling. Object regarding inadequate vision splay and recommend that if the application is granted, double yellow lines are installed on the bend and that the property is retained by Cottsway for social housing.
- (b) 19/00898/S73 - Abbey Farm, Abbey Street – Non-compliance with condition 2 approved plans and condition 5 use as annexe of planning permission 14/02357/FUL to allow restoration of cottage and use for letting as separate dwelling.
- (c) 14/02357/FUL - Abbey Farm, Abbey Street - Erection of extension and alterations to restore use of 'The Cottage' to an annexe. Erection of new garage and demolition of existing balcony and outbuildings. Items (b) and (c) were considered together. It was felt that the previous application was approved with the more appropriate parking arrangements and there was no reason for the decision to change.

- (d) 19/00913/FUL - Whitehouse Farm, Barnard Gate - Erection of replacement dwelling and detached garage. No objection.
- (e) 19/01178/LBC & 19/01176/ADV - The Red Lion, The Square – New signage. Council wishes to defer its judgement of the applications to the West Oxfordshire District Council's (WODC) Conservation Officer.

**19/74 To note recent planning decisions made** – Councillors were referred to the Planning Applications log.

**19/75 Finance:-**

- (a) To approve payment of accounts – It was **RESOLVED** to pay the accounts as presented. Cllr Beach queried ownership of the bus shelters on Witney Road that need cleaning. Clerk is to investigate.
- (b) To approve bank reconciliation – It was **RESOLVED** to approve the bank reconciliation.
- (c) To be advised of income and expenditure – Noted.
- (d) To consider the purchase of a printer (£727.48 +VAT) and laptop (£449.95 inc. VAT). It was **RESOLVED** to approve the purchases.
- (e) To consider and approve the Internal Audit Report for financial year 2019/20. No items raised in the report. It was **RESOLVED** to approve the report.
- (f) To consider and approve the Accounts for the financial year 2018/19. It was **RESOLVED** to approve the Accounts.

**19/76 Annual Governance and Accountability Return 2018/19 Part 3:-**

- (a) To consider and approve Section 1 (Annual Governance Statement 2018/19). It was **RESOLVED** to approve Section 1 of the AGAR.
- (b) To consider and approve Section 2 (Accounting Statements). It was **RESOLVED** to approve Section 2 of the AGAR.

**19/76 Parish Council uncontested election**

- (a) To note that 5 seats are required to be filled following the recent uncontested election and receive members' signed Acceptance of Office forms – Forms were received at the beginning of the meeting.
- (b) To resolve to receive members' signed Acceptance of Office forms by 21 May for those not present – All members were present and forms signed.
- (c) To consider the co-option of Ross Macken to the Council – It was **RESOLVED** to co-opt Ross Macken to the Council.

**19/77 To resolve that the Council continues to be an eligible Parish Council for the purpose of completing any activity under The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012** – It was **RESOLVED** that the Council continues to be an eligible Parish Council for the purpose of completing any activity under the General Power of Competence.

**19/78 To consider current Parish Council Committees and appoint members** – Cllr Relph arrived at the meeting.

- Senior – Cllr Beach, Cllr Emery, Cllr Mosson, Cllr Osborne, Cllr Relph
- Finance & General Purpose – Cllr Beach, Cllr Emery, Cllr Brown, Cllr Mosson, Cllr Relph.
- Planning – Cllr Beach, Cllr Emery, Cllr Crowe, Cllr Mosson, Cllr Relph, Cllr Zumbuhl.
- Communications – Cllr Beach, Cllr Emery, Cllr Crowe, Cllr Crowley, Cllr Osborne, Cllr Zumbuhl.
- Fishponds – Cllr Beach, Cllr Emery, Cllr Brown, Cllr Osborne, Cllr Rylett.
- Footpaths – Cllr Beach, Cllr Emery, Cllr Brown, Cllr Osborne, Cllr Relph, Cllr Zumbuhl.
- Play Areas – Cllr Beach, Cllr Emery, Cllr Brown, Cllr Crowe, Cllr Osborne, Cllr Rylett, Cllr Zumbuhl.
- Traffic Advisory – Cllr Beach, Cllr Emery, Cllr Crowley, Cllr Osborne, Cllr Rylett.
- Traffic Advisory Sub-Committee – Cllr Beach, Cllr Emery, Cllr Crowe, Cllr Crowley, Cllr Relph.
- Gravel & Minerals – No one assigned at the current time.

### **19/79 Appointment of representatives to outside bodies**

- Allotments (1 member) – Cllr Osborne.
- Oxfordshire Association of Local Councils (1 member) – None.
- Worton Farm Liaison (1 member) – Cllr Beach.
- Playing Fields Management Committee (2 members) – Cllr Brown and Cllr Osborne.
- Public Transport Representative – Cllr Emery.
- Village Hall Management (2 members) – Cllr Crowe, Cllr Crowley.
- Bartholomew Sports Hall Management Committee (1 member) – Cllr Crowley.
- Broadband Champion – Cllr Relph.
- Brize Norton Liaison Group – Cllr Beach.
- Playing Field Alarm Co-ordinator – Cllr Beach. 2 further Councillors are sought.

### **19/80 To consider a quote from Leys Longden for a Defect Survey to be undertaken at the Pavilion.**

It was **RESOLVED** to approve Leys Longden's quote of £550 for a Defect Survey to determine whether the Pavilion continues to be safe to use.

**19/81 To consider 3 quotes for security services for Oxford Road vehicle gates** – It was **RESOLVED** to hire Oxford Security Services for a 3 month period initially. Cllr Beach and Cllr Macken were thanked for undertaking this work over the last couple of years.

**19/82 To consider 3 quotes for cleaning services for the Pavilion and Bartholomew Room for a 12 month contract (subject to any items raised in the Defect Survey)** – It was **RESOLVED** to hire Whites Cleaning Company for a 12 month contract subject to adherence of required working hours determined by the Clerk.

**19/83 To consider a quote from Jenks for work to Dovehouse Close woodland and the allotments.** It was **RESOLVED** that the quote is approved for urgent work to the allotments and removal branches at Dovehouse Close at the request of residents.

**19/84 To consider selling part of the Dovehouse Close woodland to residents (in principle)** – It was felt that the Council considers each request on its own merits and the principle of selling parts of the woodland had already been set. All fees associated with selling parts of the woodland are to be met by residents.

**19/85 To receive an update on the Eynsham Neighbourhood Plan and agree actions** – The plan is currently being considered by the Independent Examiner and a response should be received by the end of May.

**19/86 To receive reports from Councillors representing the Council on outside bodies/meetings** –

- (a) Cllr Beach – Attended a meeting St Leonards Church, NAG with PCCC, and a resident of Hazeldene regarding Taylor Wimpey concerns. Met with Lyall & Co to discuss use of The Square and discussed a music event in The Square to be held next year by Eynsham Barbers. A meeting is planned with Taylor Wimpey, Cllr Emery, WODC and OCC regarding ongoing problems at Thornbury Road. Cllr Beach met with the Clerk and Cllr Crowe regarding grant applications for the 2 property projects and met WODC, EPIC and others for a pre-charrette meeting at the Scout Hut.
- (b) Cllr Rylett – The pre-charrette meeting was very a beneficial meeting. It was noted that [TheGardenVillage.org](http://TheGardenVillage.org) website has lots of new documents. At a meeting scheduled for 4 June, WODC Development Control Committee will consider an application for a motor museum application.

**19/87 To receive a schedule of meeting dates and note the next Eynsham Parish Council meetings:-**

- Finance & General Purposes Committee (with Pavilion Stakeholder Group) – 21 May, 7.30pm at the Pavilion.
- Communications Committee – 4 June at 6.30pm.
- Traffic Advisory Sub-Committee – 4 June at 7.30pm.
- Planning Committee – 11 June at 6.30pm (if required).
- Full Council – 11 June at 7.30pm.

The meeting closed at 10.00pm.