

EYNSHAM PARISH COUNCIL STRATEGIC PLAN 2022-2023



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OUR VILLAGE


The historic market village of Eynsham is the fourth largest settlement in West Oxfordshire. Eynsham Parish Council is the first of three tiers of local government. It has represented the interests of the people of Eynsham and Barnard Gate since 1894. It works with West Oxfordshire District Council and Oxfordshire County Council to deliver services to Eynsham's population of over 5,000.

Eynsham Parish Council represents the interests of the people of Eynsham and Barnard Gate. We are consulted on things like planning, public transport, road improvements, mineral and waste policy, and crime prevention.

It also contributes to local amenities such as allotments, bus shelters and litter bins; provides recreational facilities including community buildings, playing fields and the Abbey Fishponds; makes grants in aid of village clubs and charities; and arranges grass-cutting on behalf of the County Council.

At present the Council is actively involved in:

- Planning future development of the Parish
- Monitoring the local footpath network
- Exploring options for a 20mph maximum speed limit



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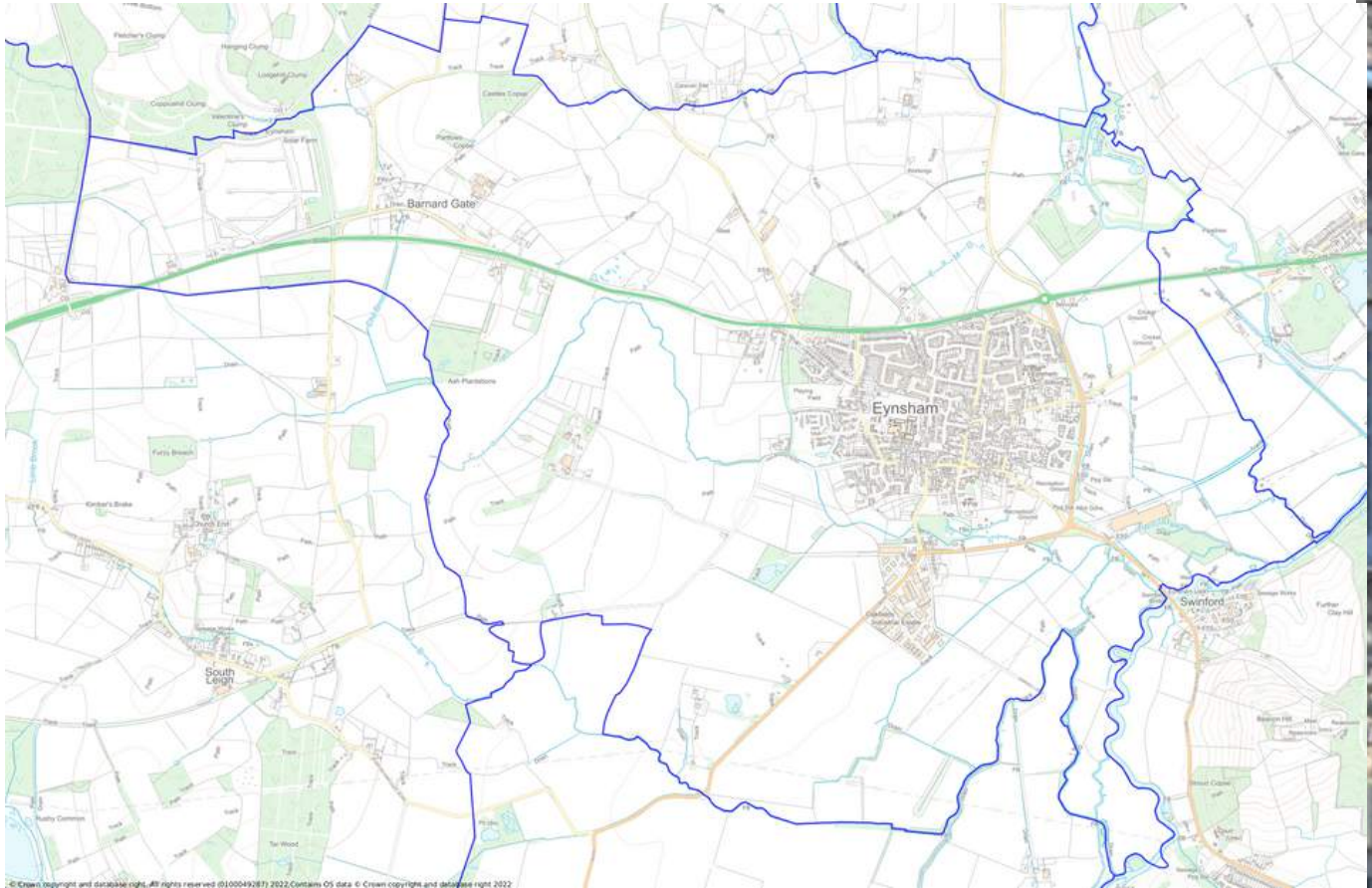


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PARISH MAP



There are 13 Councillors (out of 15 available seats on the Council). Elections are held every 4 years with the next one scheduled for May 2023.

Eynsham Parish Council meetings are (usually) held on Tuesday evenings and are open to the public. A public participation session is available at the beginning of each meeting to raise matters with members. Meetings are held in the Village Hall.

OVERVIEW OF COMMITTEES

Amenities & Estates Committee

This committee is responsible for the maintenance and activities of its play areas and skate park, Abbey Fishponds, public open spaces (including the Chil Brook as riparian owner) and matters relating to footpaths, trees, hedges and street furniture.

Finance & General Purposes Committee

Meeting quarterly, this committee monitors financial compliance, recommends the annual budgets and precept to Full Council and oversees all staff-related matters. It also considers community grant aid applications, manages the Council's buildings and reviews the Council fees and charges.

Planning Committee

This committee responds to planning and licensing applications and is consulted on street-naming of new developments. It responds to consultations relating to Gravel & Minerals, Salt Cross Garden Village, West Eynsham Strategic Development Area, A40 proposals and submits representations on CIL/S106 developer contributions. It is also updating the Neighbourhood Plan.

Senior Committee

It is the responsibility of this committee to deal with special events as they occur where recourse to the appropriate committee or Full Council is not possible.

COMMUNICATION

Communication with the Parish Council

As a Parish Council, we work on your behalf – we want to know what issues you may have or what projects you may be working on so that we can champion your efforts and support where we can.

We also want you to know what is going on at the Council so that you can guide us in our activity and decision-making. This might involve sharing your views on consultations, developments or changes that could have an impact on your experience or life in the Parish.

There are various ways to stay in touch with the Parish Council:

- Website – there are minutes, meeting dates and agendas, key documents, Councillor information and news updates available on <https://eynsham-pc.gov.uk>
- Social Media – you can find and follow us on Twitter (Twitter.com/EynshamPC) and Facebook (Facebook.com/EynshamParishCouncil)
- E-newsletter – you can sign up to receive our monthly email newsletter on the website
- Direct email – you are always welcome to email the Parish Council directly, with details available on the website



STRATEGIC PLAN

INTRODUCTION

Eynsham Parish Council has undertaken a series of modernisations and improvements, one of which is the creation of this Strategic Plan.

During 2021 we have devoted time, as a team, to consider what we want to achieve and how we plan to do so.

In the later part of 2021, we presented that plan to the parish residents for comment both via an open day in the village hall and through a subsequent online consultation.

The end result is our Strategic Plan, which is laid out in this document.


It consists of a number of parts:

Our Vision – This is the inspirational statement that drives our Councillors to improve services and deliver on projects

Our Commitment – The most important behaviours that we believe will make us a successful Parish Council

Our Priorities – The ‘What’. We have five focus areas that will ensure we deliver on our Vision

Our Objectives – The ‘How’. The projects that we need to deliver to support each of our priorities. Each objective has an owner and a target deadline



Our vision:
"Eynsham is a
great place to
belong"



What is our commitment as Councillors?

When we become Councillors, we all commit to
ACTing in a certain way to serve the community.
That means being:

Approachable
Collaborative
Transparent

Tell us if you don't think we are getting this right...

A wooden sculpture of a person wearing a hat, set against a background of trees and a yellow geometric overlay. The sculpture is made of weathered wood and has a serene expression. The background consists of out-of-focus green foliage. A large yellow triangle is positioned on the right side of the page, partially overlapping the sculpture and the text box.

Our Priorities & Objectives

01

Develop a skilled team of officers and councillors so we can best serve the community

- Establish Parish Council Leadership Team
- Hire a Maintenance Technician
- Update Parish Council IT Systems
- Secure Local Council Award Scheme NALC Certification
- Establish a 'monthly scorecard'
- Create a Training Plan for 2022

02

Build strong relationships with stakeholders so we can secure the best outcomes for the Parish

- Undertake regular meetings with West Oxfordshire District Council
- Undertake regular meetings with OCC's A40/Park & Ride team
- Create a new format for Parish Meetings
- Form alliances with GreenTEA, EPIC and our District and County Councillors and others for development responses
- Create a Youth Council
- Launch a new Communications Strategy

03

Provide high quality, local amenities for clubs, societies and individuals to enjoy

- Refurbish the Bartholomew Room
- Lease the Bartholomew Room to a community group
- Rebuild the Pavillion
- Develop a maintenance and replacement schedule for play equipment
- Develop maintenance and replacement schedule for street furniture
- Update the Eynsham Neighbourhood Plan
- Create a new burial ground
- Undertake a land transfer for Oxford Road South field and fishponds
- Refurbish the Market Square Cross

04

Promote and support carbon neutrality and biodiversity for the future generations

- Review the Parish Council Climate Policy
- Create Eynsham Green Wheel circular path
- Designate Abbey Fishponds as a local nature reserve
- Create a children's allotment in Old Witney Road play area
- Increase green space via Polar Technology land transfer



05

Support social inclusion initiatives to improve the health and wellbeing of Parish residents

- Increase the accessibility of key village footpaths
- Implement a village-wide 20mph maximum speed limit and reduction on nearby B-roads



Review & Updates

Our plans will be reviewed and adjusted annually, with a major review planned in each election year. The next election is May 2023.

Each month at Full Council Meetings we'll update on progress. We will also periodically update residents on our progress during Parish Meetings. These will be open day events and will take place every six months or so.

Project Number	Objective	Description	Owner	Target Completion Date
EPC001	Hire Outdoor Technician	Paid part time role within parish council team to perform a range of duties including basic maintenance, gardening work, inspections	Katherine Doughty	31-Dec-21
EPC002	Establish EPC Senior Team	Periodic meeting of senior members of the council with the Clerk to review performance and manage strategic issues	Nick Relph	31-Dec-21
EPC003	Update IT Systems	New hardware and software for Officers and Councillors to ensure we have necessary tools for the job. Will include small laptops, Office 365 software, One Drive and Sharepoints plus a video conferencing system to all residents to remote join meetings	Richard Wilkins	31-Mar-22
EPC004	Publish EPC Strategic Plan	Document and publish our strategic plan plus information on how the parish council is structured and operates. Will be updated annually	Ross Macken	31-Dec-21
EPC005	Launch Monthly Balanced Scorecard	High level metrics presented in visual form ie graphs so to allow council to track performance and correct accordingly. Issued monthly to main council meetings	Ross Macken	31-Dec-21
EPC006	Secure Local Council Award Scheme NALC certification	Our processes and systems will be audited with aim to receive accreditation. Will help us to make improvements and achieve a recognised standard for local government	Nick Relph	31-Dec-22
EPC007	Establish Regular Meeting with WODC	Regularly occurring meeting with Senior leaders at WODC for discussion of current 'hot topics' and exchange of information.	Nick Relph	TBC
EPC008	Alliance with GreenTea and, EPIC, District Councillor and County Councillors, and others for Development responses	Work more closely with the other groups in the village to allow us to provide a collective response to developemnts such as A40 Park and Ride, Garden Village and West Eynsham SDA	Nick Relph	31-Mar-22
EPC009	Establish Regular Meetings with A40/P&R Team	Regular meetings with the project team for the A40 Bus Lane and Park and Ride scheme. This is major project which will have significant impact on Eynsham.	Nick Relph	31-Mar-22
EPC010	Introduce new format Parish Meeting inc. Annual	The community meeting held on 6th Novemeber was a new approach to meeting and talking with residents of our Parish. We plan to continue this style of event on regualr basis and intend to conduct the annual parish meeting in a similar manner	Ross Macken	31-May-22
EPC011	Launch Comms Strategy	We now have a Communications officer within the team. Launch of Facebook and Twitter accounts for the Parish Council plus more updates on the Parish Council website. All linked to our aim to be more Accountable, Collaborative and Transparent	Sarah Rees	31-Dec-21
EPC012	Establish Youth Council	The younger population of the village have limited representation on the Council partly because you have to be over 18 to join the council. We will work with Bartholomew School to create a Youth Council which can advise the main council on a variety of topics	Carl Rylett	TBC
EPC013	Refurbish Bartholomew Rooms	Full refurbishment of the Bartholomew Rooms in the centre of the village. This work is now largely completed	Katherine Doughty	30-Apr-21
EPC014	Lease Bartholomew Rooms to community Group	We intend to lease the Bartholomew Rooms on long term basis to a community group for increased benefit to the parish	David Knight	TBC

Project Number	Objective	Description	Owner	Target Completion Date
EPC015	Rebuild Pavillion	The sports pavillion on Oxford Road is in poor condition and falls some way short of the standards expected today. The building will be demolished and replaced with two storey building to include changing rooms and event space. Planning permission is already granted but we need to do detailed design, costing and fund raising before construction can start	Sue Brown	TBC
EPC016	Develop maintenance and replacement schedule for play equipment	Maintenance of the play equipment across the parish tends to be reactive, ie we fix equipment once it breaks. We intend to have a planned approach to maintenance and replacement of aged equipment	Mark/Milly	31-Mar-21
EPC017	Update Eynsham Neighbourhood Plan	The Neighbourhood plan was approved in 2018 and should be revised periodically. In 2022 we intend to update the plan based on the learning to date and the meet the new demands from current development plans	Nick Relph	31-Dec-22
EPC018	Revamp Christmas Light Display	Prior to Dec 2021 the current lighting display had been in place for around 10 years. The intention was to modernise and improve the display, with further additions planned for 2022 and beyond	Ross Macken	03-Dec-21
EPC019	Review EPC Climate Policy	Climate change is increasingly affecting our lives and as a nation we need to change our behaviours rapidly. Our current policy is dated and lacks detail in many areas. We plan a full update, informed by the latest knowledge and approach	Ross Macken	31-Mar-22
EPC020	Create Eynsham Green Wheel circular path	Create a circular village walk using existing rights of way to give residents greater access to the beautiful countryside around our village. As developments take place, we expect the walk to be protected and enhanced by the developers	Ross Macken	31-Dec-22
EPC021	Fishponds designated as Local Nature Reserve	The designation of Local Nature Reserve will offer the Fishponds a higher degree of protection. Requires an application with documentation such as long term management plan	Sue Osborne	31-Mar-22
EPC022	Create Childrens Allotment on OWR Play Area	Unused allotment within the Old Witney Road Play Area will be developed to provide a fruit and vegetable garden for Children. We are working with the Primary School on this project	Milly Chen	31-May-22
EPC023	Land Transfer from Polar Technology to EPC	Polar Technology have offered us land adjacent to their new factory that they don't require for development. The land sits between the new footpath and the Chill Brook. We'd manage this land for recreation and nature recovery	David Knight	31-Mar-22
EPC024	Village wide 20mph limit and speed reduction on nearby B Roads	Development of proposal to move Eynsham Village to 20mph speed limit, reduction in speed on perimeter roads, installation of village gateways on the main access roads. Will require traffic order and consultation by Oxfordshire County Council. Benefits include reducing risk of injury to pedestrians and cyclists, reduced noise and pollution, reduction in fuel consumption and increased active travel	Tricia Crowley	30-Jun-21
EPC025	Increase accessibility of key village footpaths	Selecting sections of existing rights of way close to the village and improving gateways and	Sue Osborne, Sue Brown	31-Dec-22
EPC026	Burial Ground	Current burial ground is close to full. Identification/acquisition of suitable land to create new burial ground. Will likely require developers to add as feature of West Eynsham SDA or the Garden Village	Mark Zumbuhl	
EPC027	Land transfer for Oxford Road Playing Field	The Fishponds and Oxford Road South Playing Fields are currently leased to the Parish Council by Fields In Trust. We have been offered direct control of the land and are currently evaluating this with our legal advisors	Sue Brown	31-Mar-22
EPC028	Develop maintenance, replacement schedule and improvements for street furniture	Historically we have reactively replaced street furniture such as benches, bus shelters, bins as necessary. We intend to develop a more structured plan for maintaining and replacing these items over the coming years	Tricia Crowley	31-Mar-22
EPC029	Training plan for 2022	Identification of training for our Officers and Councillors so we can better serve the village	David Knight	TBC
EPC030	Refurbish the cross	The Market Square Cross is showing signs of its age. We intend to refurbish the Cross and its base to ensure that it lasts for future generations	Katherine Doughty	TBC

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