



# EYNSHAM PARISH COUNCIL

Parish Council Meeting  
in the Bartholomew Room at 7.30pm  
on Tuesday 7 August 2018  
**MINUTES**

**Councillors Present** - Cllr G Beach (Chairman), Cllr R Andrews, Cllr A Bickley, Cllr S Brown, Cllr K Crowe, Cllr P Crowley, Cllr P Emery, Cllr S Osborne, Cllr N Relph, Cllr C Rylett and Cllr D Stukenbroeker.

**Also in Attendance** – Clerk to the Council, County Councillor Mathew and 4 members of the public.

**18/120 To receive apologies for absence** – Cllr R Macken, Cllr A Mosson and Cllr M Zumbuhl. Cllr J Baldwin was not present.

**18/121 To confirm the minutes of the Parish Council meeting of 3 July 2018** – It was **RESOLVED** that the minutes were signed as a true record.

**18/122 To confirm the minutes of the Planning Committee of 3 July, Traffic Advisory Sub-Committee of 10 July and Finance & General Purposes Committee of 31 July and approve the recommendations contained therein** – It was **RESOLVED** that the minutes were signed as a true record and recommendations contained therein were approved. The Clerk requested that the meeting minutes are published on the website following their approval at Full Council meetings to avoid confusion as to whether minutes were draft or approved. Members felt this was acceptable – to be included on next months' agenda for formal consideration. (Cllr Crowe joined the meeting).

**18/123 Public Participation** – County Cllr Mathew reported that plans for a Unitary authority for Oxfordshire were no longer being considered at the current time. A resident requested her objection to the revised minute publication procedure (above) is recorded.

**18/124 To receive correspondence:-**

- (a) A resident of Witney Road requested hedgehog signage – Clerk is to liaise with the resident on proposals.
- (b) Emails addressed to Cllr Crowley and Cllr Emery regarding cleaning areas of the village and litter problems – Clerk is to investigate costs and whether litter bins can be mounted on existing bus stop sign poles at Acre End Street.
- (c) County Cllr Mathews re. planting trees of remembrance – Oxfordshire County Council (OCC) and the Woodlands Trust are offering free native tree saplings to commemorate the end of the World War I centenary. It was **RESOLVED** that a small tree is planted on the Parish Council's verge at Hawthorn Road.
- (d) OCC Salt bags delivery for winter – It was **RESOLVED** that small bags are to be requested and the remaining salt is transferred to a salt bin by Ubico (if possible).
- (e) Email re. copies of The Echo from February 2002 are available – It was agreed that these will be stored in a lever arch file in the Bartholomew Room.
- (f) Wychwood Project magazine with raffle tickets – circulated to members.
- (g) Oxfordshire Playing Fields Association AGM 11 September, 7.30pm @ Exeter Hall, Kidlington.
- (h) Citizens Advice West Oxfordshire AGM 9 October, 7.30pm @ Corn Exchange, Witney.

**18/125 To note Fields in Trust's proposed Deed of Variation and agree actions** – Cllr Stukenbroeker summarised the past and current deed arrangements. It was noted that Fields in Trust wish to charge backdated rent of £200 per year, to 2008. It was **RESOLVED** that when a new varied lease is received, the Council will not pay any backdated rent.

**18/126 To consider the Clerk's Report and agree actions** – The report was received and discussed. It was noted that a strimmer is currently stored at the garage (Pavilion) for use by Cllr Osborne at the Fishponds.

**18/127 Finance:-**

- (a) To approve payment of accounts – It was **RESOLVED** to pay the accounts as presented.
- (b) To be advised of income and expenditure – Reports were reviewed.

**18/128 To resolve to pursue a Certificate of Service of Notice of Application for a Modification Order to the Definitive Map & Statement regarding footpath 206/10** – Cllr Osborne provided background information. It was noted that part of the footpath had erroneously become omitted from the Definitive Map and it was **RESOLVED** that the matter is rectified by completing Form C as soon as possible. This would require OCC to consider the modification within a 12 month period.

**18/129 To consider building work to the Bartholomew Room and agree actions** – The Clerk advised that the building refurbishment project needs to commence as soon as possible and Structural Engineers had been contacted for quotes. It was **RESOLVED** to therefore give 12 months' notice to Eynsham Art Group (in accordance with the deed) to vacate the building whilst work is being undertaken. If building work is unable to be commenced following the notice period, bookings may be agreed on a monthly/quarterly basis.

**18/130 Cotswolds Garden Village Area Action Plan.**

- (a) **To consider and agree the Council's consultation response** – The consultation response drafted by Cllr Andrews (with input from members) was reviewed and approved without amendment. Air quality for residents who live next to the A40 remains a concern. Collaboration between other local authorities and developers is needed.
- (b) **To consider and agree further actions (if necessary)** – It was felt that relationships with key partners need to be re-set. It was **RESOLVED** that the Council seek to work collaboratively with parties with a view to achieving the best outcome for the existing and new residents should the Garden Village proceed.

**18/131 Eynsham Strategic Development Area Action Plan.**

- (a) **To consider and agree the Council's consultation response** – It was noted that the proposed Action Plan will cause the old railway line to be unusable for a possible new transport system in the future. Objection was raised at the overdevelopment of the site, development south of the Chil Bridge and creation of the spine road. Cllr Andrews is to draft a response objecting to the Action Plan as it is contrary to Eynsham Neighbourhood Plan. The draft response is to be considered at the September Full Council meeting.
- (b) **To consider and agree actions and publicity** – It was **RESOLVED** that Cllr Andrews produce a flier for distribution and an article is published in the next Eynsham News.

**18/132 Eynsham Neighbourhood Plan.**

- (a) **To receive an update on the amended Eynsham Neighbourhood Plan and agree actions** – A meeting with the District Council has been arranged to discuss the Neighbourhood Plan. Consideration is to be given on a Design Guide for Eynsham which attracts separate grant funding to help to produce.
- (b) **To note receipt of the Locality grant of £5625 and appointment of an independent advisor at £5625** – An Independent Advisor has been appointed and a grant of £5625 has been received.

**18/133 To receive reports from Councillors representing the Council on outside bodies and meetings.**

- (a) Cllr Beach attended the recent BikeSafe event. Funding for the new cycle route was queried. An OCC briefing on the A40 improvements was held at County Hall. It was felt that poor responses from the consultants present showed a lack of understanding. Cllr Beach visited the Eynshfest event which the Council permitted on the Oxford Road playing fields.

It was noted their Event Plan/Health & Safety document was of a high standard and will be used as a benchmark for other similar events that the Council considers providing approval for. It was unfortunate that the event was cancelled during the day due to poor weather which is likely to have impacted on their charity fundraising.

- (b) Cllr Rylett attended a recent Lowlands planning meeting at which the application for Thornbury Road was deferred. The application is on the agenda for the August meeting despite approx. 30 new supporting documents being available online which doesn't provide time for residents or the Council to review and submit a response to. The Council has requested that the application is now deferred to the September Lowlands planning meeting.

**18/134 To note dates of the next Eynsham Parish Council meetings:-**

- Planning Committee Meeting – 4 September at 6.30pm (if required).
- Full Council – 4 September at 7.30pm.

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

**18/135 To consider quotes for annual tree/shrub maintenance work** – A summary of the 4 quotes was considered. Clerk is to refer back to 2 companies to query their costs and the quotes are to be re-considered at the September Full Council meeting. In the meantime, it was **RESOLVED** to confirm Jenks for the Woodland work and to develop a 10 year maintenance programme for the area. Cllr Andrews offered to deliver advice notes to residents regarding the impending work. It was noted that trees on the verge at Hawthorn Road need maintenance and the work is to be added to the annual maintenance schedule for the current year.

**18/136 To consider tenders for the replacement Pavilion project** – The Clerk had previously circulated a summary of the anonymous 4 tenders received. It was felt that the project should be coordinated by a committee and it was **RESOLVED** that the Finance & General Purposes Committee would work on the project who could also co-opt non-members with specialist knowledge. As the company tenders had not been seen by members, selecting a company proved very difficult. It was therefore **RESOLVED** to invite two of the companies to an informal meeting with members of the Finance & General Purposes Committee to help aid the decision-making process; the least expensive of the tenders received being one of the companies. The decision was therefore deferred to the September Full Council meeting.

The meeting closed at 10.10pm