



# EYNESHAM PARISH COUNCIL

Parish Council Meeting  
held remotely at 7.30pm  
on Tuesday 16 June 2020

## MINUTES

**Councillors Present** – Cllr G Beach (Chairman), Cllr S Brown, Cllr M Chen, Cllr K Crowe, Cllr R Macken, Cllr A Mosson, Cllr S Osborne, Cllr N Relph, Cllr C Rylett, Cllr F Zealley and Cllr M Zumbuhl.

Also in Attendance – Clerk to the Council. There were two members of the public present.

**20/111 To receive apologies for absence** - Cllr P Crowley.

**20/112 To receive Declarations of Interest in agenda items** - None.

**20/113 To approve the minutes of the Parish Council Meeting of 6 June 2020** – It was **RESOLVED** that the above minutes were signed as true records.

**20/114 Public Participation** – County Cllr Charles Mathew reported on the Willow ‘Biomass’ harvesting (adjacent to Siemens) that has been ongoing during recent weeks in the birdnesting season. Members of the Nature Recovery Network had contacted Cllr Mathews about the unacceptable and potentially unlawful work. It was noted that site surveys have been undertaken. Copies of the survey reports have been requested by Cllr Mathew.

**20/115 To note receipt of Cllr Francis Zealley’s completed Acceptance of Office and Register of Interests forms** – Cllr Zealley was welcomed to the meeting. Procedures have been completed.

**20/116 To receive correspondence.**

- (a) Biomass harvesting – To note that clearance of the Willow has been completed during the birdnesting season.<sup>1</sup> Oxfordshire County Council (OCC) is clarifying and obtaining further information regarding its tenant’s activities. The Clerk has asked for a copy of the survey and mitigation plan to be provided.
- (b) Smith & Sons (Bletchington) re. Wharf Stream Way – Confirmation that the company does not wish to enter into a Dedication Agreement for the Permissive footpaths. The Clerk has therefore contacted OCC to commence a Definite Map Modification Order (DMMO) application. Discussion took place as to whether to rescind the [Council’s previous resolution](#). Cllr Mathew was permitted to speak who made a recommendation to proceed as previously resolved. 4 members were in favour of rescinding the previous resolution, not carried (5 required). Clerk is to proceed.

**20/117 To receive the Clerk’s Report** – Clerk is to remove the panel repair work as it is not considered in poor condition.

**To consider revised Pavilion Rebuild plans** – SWA Architects were welcomed to the meeting. West Oxfordshire District Council (WODC) planners have provided feedback on the previous designs which heavily impacted the potential use of the building at first floor level as pedestrian access is now required from Oxford Road. Following a further discussion with WODC, by way of a compromise, access can be provided from both the north and east sides of the building which resolves the first floor concerns. Steve presented additional recommendations made by WODC including alignment with the pitch set back from Oxford Road. Councillors were concerned with the unwelcoming/dark-aspect of the front entrance, building size, the orientation and close proximity to the pitch (to be checked in accordance with Football Association guidelines). It was **RESOLVED** that SWA explore alternative building orientations and progress the updated designs for prompt re-submission to WODC.

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<sup>1</sup> [Wildlife & Countryside Act 1981 s1 refers.](#)

#### **20/118 Finance.**

- (a) To approve payment of accounts – It was **RESOLVED** to pay the accounts as presented. Appendix A refers.
- (b) To approve bank reconciliation - It was **RESOLVED** to approve the bank reconciliation.
- (c) To be advised of income and expenditure - Reports previously circulated were noted.
- (d) It was **RESOLVED** to seek the approval of the Secretary of State for Housing, Communities & Local Government to apply for a PWLB loan of £100,000 over the borrowing term of 5 years for the Bartholomew Room Refurbishment Project. The annual loan repayments will come to around £21,440. It is also intended to increase the council tax precept for the purposes of the loan repayments by 24.6% which is the equivalent of an additional £12.43 per year for Band D properties (already included in the current financial year payments). This was subject to a precept increase consultation.

**20/119 To consider a quote of £600 for 2 bespoke Council training sessions by OALC** – It was **RESOLVED** to approve the quote. Training is scheduled for 22 and 23 July 2020.

#### **20/120 Play Areas.**

- (a) To consider a quote of £407 for annual play inspection services by Play Safety Ltd – It was **RESOLVED** to approve the quote.
- (b) To note current play area maintenance tasks/repairs including Oxford Road Playing Field (north) boundary fencing – The Clerk’s report was referred to. Quotes are being pursued/clarified.
- (c) To note and discuss current Government guidance for continued closure of play areas and consider re-opening car park(s) – Noted that Play Areas remain closed and will re-open as part of the Government’s Stage 5 plan (as there are no cleansing services available for re-opening at Stage 4). It was **RESOLVED** to re-open the South car park on a trial basis until the end of July using Oxford Security Services.

#### **20/121 Planning matters.**

- (a) To consider planning application [20/01144/HHD](#) - 58-60 Acre End Street. Single storey rear infill extension – It was felt whilst the extension makes an improvement to the property, the Design & Access Statement contains insufficient heritage information (property is in the Conservation Area) and the plans lack detail. No objection.
- (b) To review the planning applications log and note recent decisions - Noted.
- (c) To discuss [Jansons’ West Eynsham consultation](#) – Councillors discussed the questions they had raised (to be circulated) and concerns relating to the Masterplan in relation to the Neighbourhood Plan. Cllr Rylett will clarify timescales in relation to WODC’s Area Action Plan and Supporting Policy Document.

**20/122 To receive reports from Councillors representing the Council on outside bodies/ meetings** – Cllr Rylett reported on various WODC meetings attended and scheduled. Noted WODC is looking to revise the Local Plan from 2031 to 2040. Cllr Osborne advised that the Allotments Association waiting list is rapidly increasing and a third field/extra provision needs to be explored. Cllr Beach reported on a planned interview with the Department of Transport regarding OCC’s Bus Lane and P&R application.

#### **20/123 To note dates of the next Parish Council meetings:-**

- (a) Full Council Meeting – 7 July at 7.30pm.
- (b) Traffic Advisory Committee Meeting – 14 July at 7.30pm.

The meeting closed at 9.20pm.

**Schedule of Payments for approval at the Parish Council Meeting  
16<sup>th</sup> June 2020**

PAYEE	INFORMATION	£
MICROSHADE BUSINESS CONSULTS	OMEGA HOSTING – JUNE 2020	64.80
RACHEL JOHNSON	POSTAGE – ANNUAL RETURN TO AUDITOR	6.70
KATHERINE DOUGHTY	MILEAGE	42.80
UBICO	PLAYAREA UPKEEP + STREETCLEAN - APR	900.00
UBICO	PLAYAREA UPKEEP + STREETCLEAN - MAY	930.00
UBICO	ZIPWIRE	54.61
SLCC	KD COMMUNITY GOVERNANCE COURSE	2940.00
ALLSWORTH ROOFING	BARTHOLOMEW ROOM ROOF REPAIRS	2040.00
WODC	WASTE COLLECTION – APR-SEPT PAV	171.34
PUMPKIN PIP	ANNUAL WESBITE HOSTING	499.00