



EYNESHAM PARISH COUNCIL

Parish Council Meeting
held remotely at 7.30pm
on Tuesday 15 December 2020

MINUTES

Councillors Present – Cllr N Relph (Vice Chairman), Cllr M Chen, Cllr D Knight, Cllr R Macken, Cllr A Mosson, Cllr S Osborne, Cllr C Rylett, Cllr F Zealley and Cllr M Zumbuhl.

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

20/278 To receive apologies for absence – Cllr G Beach, Cllr S Brown and Cllr K Crowe.

20/279 To receive Declarations of Interest in agenda items – None.

20/280 To approve the minutes of the Parish Council Meeting of 1 December 2020 – It was **RESOLVED** that the minutes were signed as a true record.

20/281 Public Participation – None.

20/282 To receive correspondence and agree actions.

- (a) Resident – Barnard Gate Bus shelter – Suggest the area is tidied up and shelter is replaced with a bench instead. It was agreed to allow a further month for suggestions.
- (b) Resident - Card and cheque donation – The cheque and kind comments were appreciated. It was felt the Council should appoint a charity annually to receive such donations. Clerk is to add appointing a charity to the Annual Meeting of the Parish Council agenda.
- (c) Email newsletter – Sustainable Woodstock’s Cycle Safe Subgroup – Noted.

20/283 To receive the Clerk’s Report – The Clerk provided an update. The Eynsham Neighbourhood Plan outstanding actions were discussed and it was felt the Plan should be updated every 2 years. Clerk is to check the legal process. Consideration is to be given to setting up a Working Group.

20/284 To welcome Barbara Chillman, Pupil Place Planning Manager, Oxfordshire County Council to discuss Oxfordshire County Council’s (OCC) Expansion of Bartholomew School Consultation – OCC is consulting on changes to Eynsham Partnership Academy in view of the planned Garden Village. These are:- (1) Expanding Bartholomew School from 1300 to 1900 secondary school places. (2) Creating a satellite school in the Garden Village for years 11-13. (3) Extending the age range of Bartholomew School from 11-19 to 2-19 to include 3 Form Entry (FE) accommodated in a new primary school in the Garden Village. Key points noted were:- (a) The Regional Schools Commissioner will resolve any changes and consider the competitive process. (b) OCC is conscious that growth must not destabilise the existing schools and they must be allowed to fill up first. (c) Once schools are at capacity, the year groups for the Garden Village will be 11-13 although these will fluctuate according to demand until capacity. (d) The traffic between the two sites is expected to be teachers and not children. Parking for older students will need to be carefully planned by developers. (e) It was felt that whilst Eynsham Community Primary School could ask the Commissioner to operate at the Garden Village site as well as the existing site, it is likely the Commissioner would be concerned with the distances between the two. (f) When discussing pupil numbers vs schools, most schools are 2FE although 3FE is becoming more common and modelling via the planning process has shown that 3FE is appropriate for the Garden Village. (1FE is associated with 800 homes). Options for the West Eynsham development are likely to be 1 or 2FE depending on how populations grow. Flexibility is needed for planning for next 100-200 years.

Council is to respond to the consultation highlighting the need to protect the existing primary school and ensure it is treated equally with the new school – further details are needed. Concern that GCSE year pupils could be on different sites and assurance is to be sought that no detrimental effects are anticipated. Cllr Relph became disconnected from the meeting. It was **RESOLVED** that Cllr Mosson chair the meeting in his absence.

20/285 To consider a response to Oxfordshire Growth Board’s Strategic Vision – It was felt that whilst the aims of the Strategic Vision are laudable albeit vague, it is unknown how they could be achieved or delivered. Clerk is to respond accordingly.

20/286 To consider re-appointing Andy Mosson for a further period of 3 years (from 5 January) as a Trustee to Bartholomew Educational Foundation – It was **RESOLVED** that Cllr Mosson is reappointed for a further 3 year period.

20/287 To consider re-appointing Nick Relph for a further period of 4 years (from 7 February) as a Trustee to Eynsham Consolidated Charity – It was **RESOLVED** that Cllr Relph is reappointed for a further 4 year period. Cllr Relph re-joined the meeting and resumed chairmanship.

20/288 To consider village Gateway Project proposals for Witney Road and Hanborough Road and agree actions – Clerk is to query with OCC (a) whether 20mph zones are now acceptable to OCC for implementation (b) whether a gateway can be positioned at the B4449/Hanborough Road junction without the need to change the 40mph speed limit initially; the view being that the gateways should promote driving at a lower speed. It was **RESOLVED** to pursue the Witney Road and Hanborough Road (option 2) proposals with preference in the first instance for (b) above which will be reviewed. If (b) is not in compliance with highway legislation/guidance, a Traffic Regulation Order will be pursued to change the speed limit to 30mph into the village at the B4449/Hanborough Road junction.

20/289 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. The council has some large items of expenditure to pay in the remaining quarter of the year which will substantially reduce balances.
- (d) To consider a grant application for Eynsham Litter Pickers of £50 – It was **RESOLVED** that the application is approved. Clerk is to buy and donate the equipment due to the group’s informal structure.
- (e) To resolve the budget and Precept for 2021/22 financial year – It was **RESOLVED** to approve the budget and precept of £146,200 which represents a £12.43 p.a. increase per Band D household. Appendix B refers.

20/290 Planning matters

- (a) To consider planning applications:-
 - (i) 20/03105/FUL - Everest Roofing, 28 Witney Road - Upgrade of the existing radio equipment incorporating the removal of the existing 23m mast and its replacement with a new 20m mast together with associated antennas, radio equipment cabinets and ancillary development works. County Cllr Charles Mathew was permitted to speak and provided a summary of resident’s concerns. The Planning Officer and Public Health England do not advise any health hazards. No objection subject to assurance being provided that radiation output limits specific to the locality are being complied with.
 - (ii) 20/03030/HHD - 3 Lords Row, Oxford Road - Removal of existing porch and construction of new gabled porch.
 - (iii) 20/03031/LBC - 3 Lords Row, Oxford Road - External alterations to remove existing porch and the construction of a new gabled porch.

Both applications were considered together. Whilst it was felt the design was improved compared to the previous one, the porch was still excessive. Council to comment only that the application is only acceptable if the Local Planning Authority consider the application is in accordance with appropriate policies including those relating to the Conservation Area and Listed Buildings.

- (iv) R3.0057/19 - Oxfordshire County Council - To consider a response to planning application - Construction of a park & ride car park providing 850 car parking spaces, cycle spaces, motorcycle spaces, electric vehicle charging points, bus shelters, landscaping, external lighting, public open space, toilets, seating, fencing, habitat creation, drainage features, new access from Cuckoo Lane, new roundabout with access onto A40, an eastbound bus lane approximately 6.5km in length from the park & ride site to the A40 bridge over the Dukes Cut canal, two sections of westbound bus lane (each approximately 500m in length), new shared use footway/cycleway, widening of Cassington New Bridge, junction improvements, new crossings, new footbridge alongside Cassington Halt Bridge, and associated works at Land West of Cuckoo lane and adjacent to the A40, Eynsham, West Oxfordshire, OX29 4PU. It was felt little has fundamentally changed with the recently uploaded application supporting documents in that it continues to be the wrong solution to the wrong problem. Clerk and Cllr Zumbuhl are to update the previous Council response for consideration at the next meeting.

20/291 To review the planning applications log and note recent decisions - Noted.

20/292 To receive reports from Councillors representing the Council on outside bodies/meetings – Cllr Relph reported on a meeting attended with Horizon Enterprises, Cllr Beach and the Clerk regarding the newly diverted Public Right of Way. There is a substantial number of trees to maintain and land to manage when considering accepting the area as Council property. Cllrs Chen, Zealley and Zumbuhl attended Eynsham Community Primary School's Youth Council's meeting and discussed priorities for play areas (for discussion at 5 January meeting). Cllr Beach reported by email his attendance of Brize Norton Working Group and Eynsham Community Primary School assembly.

20/293 To note dates of the next Parish Council meetings:-

- (a) Full Council Meeting – 5 January 2021 at 7.30pm.
- (b) Traffic Advisory Committee Meeting – 12 January at 7.30pm.

The meeting closed at 9.10pm.

**Schedule of Payments for approval at the Parish Council Meeting
15th December 2020**

PAYEE	INFORMATION	£
KATHERINE DOUGHTY	MILEAGE + EXPENSES	£107.76
MICROSHADE BUSINESS CONSULTS	OMEGA HOSTING – DEC 2020	64.80
OXFORD SECURITY SERVICES	PLAYING FIELDS – LOCK UP -NOV	912.00
EVENLODE DIY	XMAS TREES	128.00
UBICO	PLAYAREA UPKEEP+STREETCLEAN – OCT	930.00
UBICO	SUPPLY + FIT LITTERBIN – OXFORD RD	500.71
UBICO	EMPTY LITTER BIN – BITTERELL RD – AUG	36.43
UBICO	EMPTY LITTER BIN – BITTERELL RD – SEPT	36.43
UBICO	EMPTY LITTER BIN – BITTERELL RD – OCT	36.43
UBICO	EMPTY LITTER BIN – BITTERELL RD – NOV	36.43
SYLVA CONSULTANCY	TREE CONSTRAINTS PLAN – PAV	834.00
SAVAGE GARDENS	REPAIR OF STONE WALL CAPPING	50.00
FALCON SIGNS	WHARF STREAM WAY – WAYMARKERS	109.13
ADT	INTRUDER ALARM MAINTENANCE -PAV	236.40
SLCC	MEMBERSHIP – R JOHNSON	117.00
TECH – LEC SERVICES	CHRISTMAS LIGHTS	3768.00

APPROVED PAYMENTS

GENERAL POWER OF COMPETENCE GRANTS:

EYNSHAM NETBALL CLUB	369.00
NATURE RECOVERY NETWORK -	470.00
EYNSHAM PLAYING FIELD MANAGERS -	324.00

Precept Budget 2021/22

INCOME		20/21 Budget	21/22 Budget
Code			
101	Precept + support grant	£126,329	£146,200
101	Admin	£730	£450
102	Allotments	£903	£983
103	Verges and Footpaths	£1,713	£1,713
105	Pavilion	£7,000	£5,000
106	Wharf stream way (Footpaths)	£0	£0
107	Play Areas	£0	£0
108	Community Facilities	£0	£7,254
109	Bartholomew Room	£101,000	£0
132	Communications	£0	£0
Total Income		£237,675	£161,600
EXPENDITURE		20/21 Budget	21/22 Budget
Code			
101	Admin	£60,706	£82,129
102	Allotments	£0	£0
103	Verges and Footpaths	£19,360	£22,449
104	Cemetery	£672	£689
105	Pavilion	£71,743	£70,002
106	Wharf stream way (Footpaths)	£100	£750
107	Play areas	£10,174	£6,472
108	Community Facilities	£7,700	£15,944
109	Bartholomew Room	£3,042	£3,450
123	Neighbourhood plan	£0	£0
130	Fishponds	£2,250	£1,550
132	Communications	£2,888	£10,859
117	GPoC Grants	£2,200	£2,500
BAR	Capital Expenditure	£146,441	£21,082
Total Expenditure		£327,275	£237,876
Summary		20/21 Budget	21/22 Budget
This Year's Surplus Income/Exp		-£89,600	-£76,276
Total Cash Brought Forward		£150,221	£188,153
Total Cash Carried Forward		£60,621	£111,877
Made Up Of:		20/21 Budget	21/22 Budget
320	Community Prog Reserve	£20,596	£20,596
321	Pavilion Refurb Reserve	£0	£0
322	Neighbourhood plan Reserve	£1,605	£1,605
323	Street Furniture	£0	£0
324	Bartholomew Room Reserve	£0	£0
325	Communications Reserve	£3,596	£3,596
326	Asset Renewal Reserve	£0	£20,000
327	Carpark Resurfacing Reserve	£0	£0
328	Play Area Equipment Reserve	£640	£18,140
330	Churchyard Reserve	£32,867	£32,867
332	Fishponds Reserve	£1,898	£1,898
Total Earmarked reserve (not including emergency free)		£61,202	£98,702
Reserve Above/Below Target		-£581	£13,175