



EYNSHAM PARISH COUNCIL

CLERK: SUE LEE, 19 BRADSHAW CLOSE, STEEPLE ASTON, BICESTER

MINUTES OF THE ANNUAL MEETING OF EYNSHAM PARISH COUNCIL held on Tuesday 6 May 2008 at 7.30pm in the Bartholomew Room, Eynsham

Present: Councillors - Mr G Beach (Chairman), Mrs A Beavis, Mrs L Gerrans, Mrs V Hughes, Ms S Osborne, Mrs M Jones, Ms J Tinson, Mr R Andrews, Mr T Green, Dr F Wright, Mrs M Sheppard, Mr P Staley. Mr J Miller arrived at 9.15pm.
County Cllr. C Mathew and 2 members of the public – Ms J Stonham and Mrs S Bibb.

In Attendance: Mrs S Lee - Clerk

- 08/62 Apologies for Absence** were received and accepted from Mr D Rossiter, Mrs L Pialek and District Cllr Mrs M Stevens
- 08/63 Election of Chairman** – Mr G Beach was proposed by Mrs Hughes and seconded by Mr Andrews with 10 votes in favour – Dr Wright abstained from voting – and was duly elected – Mr Beach signed his declaration of acceptance of office.
- 08/64 Election of Vice-Chairman** – Mr D Rossiter was proposed by Ms Tinson and seconded by Mrs Gerrans with 10 votes in favour – Dr Wright abstained from voting – and was duly elected. He had indicated acceptance of the position in his absence.
- 08/65 Register of Members' Interests** – - the list for any updating of register of interests was circulated to all. No one present had any alterations – Clerk will discuss with those absent from the meeting. **Action :Clerk**
- 08/66 Calendar of meetings 2008/9.** – Calendar of meetings for 2008/9 was circulated to all for information
- 08/67 Committees**
- *Adoption of Terms of Reference* – terms of reference were proposed for adoption by Mrs Gerrans seconded by Mr Andrews with unanimous approval and adopted by the Parish Council
 - *Appointment to Committees* – Were agreed as per attached Annex A –
Senior – proposed Mr Green seconded Mrs Jones, **Finance** – proposed Mr Green seconded Ms Tinson, **Planning** proposed Ms Osborne, seconded Mr Andrews , Communications proposed Ms Tinson, seconded Mr Green , Fishponds proposed Mrs Jones seconded Mrs Sheppard, Footpaths – proposed Ms Tinson seconded Mr Green, Play Areas – proposed Mrs Jones seconded Mrs Hughes and all nominations were unanimously agreed
- 08/68 Appointment of Link Representatives** – Annex A
- St Leonard's Churchyard – proposed by Ms Tinson seconded by Mrs Sheppard with unanimous agreement
- 08/69 Appointment of Representatives to Outside Bodies** – as per attached list – Annex A
- Allotments – proposed Mr Andrews seconded Mr Green – unanimous approval

- Oxfordshire Association of Local Councils – proposed Mr Green seconded Mr Andrews – unanimous approval
- Playing Fields Management Committee – proposed Mrs Beavis seconded Mrs Gerrans – unanimous approval
- Village Hall – proposed Mr Green seconded Mrs Gerrans – unanimous approval
- County Primary School Governors – Mrs A Roisin is still within her term
- Traffic Advisory Committee – proposed Mrs Jones, seconded Mrs Beavis – unanimous approval.
- Transport Representative – proposed Mrs Jones, seconded Ms Osborne – unanimous approval
- Eynsham Charities – Mrs Gerrans is still within her term of office
- Bartholomew Sports Hall Management Committee – proposed Mr Green seconded Mrs Hughes – unanimous

08/70 To appoint Parish Council Trustee to Eynsham Consolidated Charity and Bartholomew Educational Foundation

They have already received several nominations for these vacancies and will be discussing at their next meeting and will advise the Parish Council of the outcome for June meeting.

Action: Clerk – agenda

08/71 To receive declarations of interest from Councillors. Mr Green – prejudicial interest in Finance - payment to him for Churchyard works.

08/72 WODC – Code of Conduct Training – Clerk has advised all who haven't already attended of the need for code of conduct training – Councillors agreed to contact the Clerk if they wished to book a place on the course. **Action: Councillors**

08/73 Minutes of the meeting of 1 April 2008 were proposed by Mrs Gerrans and unanimously accepted as a true copy of the meeting and signed by the Chairman.

08/74 Matters arising from the APM on 22 April 2008. – 2 matters for traffic advisory - **Clerk** will refer these to next meeting. Dr Wright requested a sentence be added to the village hall report stating that the committee were concerned with regard to the lack of support the Parish Council had offered with regard to the issues with the Scouts. In addition he expressed regret that the head of Bartholomew School was not doing more to discourage young people from using their cars to travel to school – it was felt that there was little he could do to prevent this by the other councillors. No other matters arising.

08/75 Public Participation – Cllr Mathew advised that the gravel applications will not be brought to committee until July at the earliest. He also advised that he had written to WODC advising that the use of Merton Close as access to the proposed Chilbridge Affordable Housing site was unacceptable. He requested Mr Green's help in listing land owners around the bridge on the Chilbrook.

08/76 Clerk's Report – circulated – unanimous agreement for the Carnival to store a container in the compound and the purchase of a hygrometer for the Bartholomew Room as recommended by the restorer who inspected the boards on Saturday. **Action: Clerk**

Mr Green advised that the ivy had been cleared on Swan Street and that further works were needed on trees at Wytham View – Clerk to arrange with Mr Green, Mr Powell and Mr Lines. **Action: Clerk**

Clerk advised that Mr Powell will be on holiday in June and Ms Tinson, Ms Osborne and Mr Beach volunteered to lock up the Pavilion – any other volunteers please let the Clerk know. Clerk to arrange rota etc **Action: Clerk**

08/77 Finance – Mr Green left the meeting

o **To approve payment of accounts as listed on schedules -**

Proposed by Dr Wright and seconded by Mrs Gerrans that accounts in the sum of £54946.34 be accepted as attached – unanimously agreed and cheques signed by Mrs Gerrans and Dr Wright. Salary run cheques included in total signed by Mr Beach and Mrs Gerrans on 1 May 2008.

Mr Green returned to the meeting

- **Income** – Income of £48546.47 was advised
- **To approve audited accounts** – internal auditor had inspected accounts today and approved them. Year end accounts adoption proposed by Mrs Gerrans seconded by Dr Wright with unanimous approval.

08/78 Correspondence –

OCC	Consultation on Strategy for Change	Emailed to all – paper copies available on request. No comments
OCC	Influenza Pandemic Planning	Dr Wright attended and reported back. He requested that he was advised of any local people who may need help in the case of a pandemic so he can compile a list Action ALL
WODC	Selecta DNA property marking	Information to website and ECHO
WODC	West Oxon Open Space Audit	For completion by June 2008 – will take to next planning meeting
ACF	Invitation	Awards Ceremony to Chair.
RAF	Invitation to annual reception to chair	Passed to Chair
OCC	New electronic signage	For A40 just before Eynsham roundabout
Lynne Roberts	Re bonfires	Responded with WODC details and leaflet
Worton Farm	Liaison Meeting Minutes 5 March 2008	For info to Chair

For information

Friends Wychwood	Newsletter	
OPFA	Playing Fields	To play area committee
WODC	Parish Link	
SE England	Regions housing needs	
WODC	Cabinet reports	To Chair

08/79 Flooding – update – Clerk advised of walkabout with Nick Hands – WODC on 20 May – 10-1pm – Mr Green, Mrs Stevens to attend and Clerk to invite Mr Clark and discuss with Mr Pullin. In addition WODC have requested further information re ditches etc in the parish and the clerk will respond after the walkabout. Mr Andrews asked if WODC had

supplied information to the PC with regard to Emergency Planning and was advised that no information had yet been received despite assurances that it was on its way!

Action: Clerk

08/80 East Eynsham The Chair advised that the senior committee were meeting with the consultants on Wednesday 14 May at 7pm to discuss the consultations to date and possible plans.

08/81 Chilbridge The meeting felt that this had been a poor consultation exercise with only the residents in Merton Close and Chilbridge being invited when the plans were proposed to be of benefit to all Eynsham – Affordable Housing. The Clerk has written to Cottsway asking a number of questions that have arisen following the open day and is awaiting response.

08/82 Flower Festival – Mrs Gerrans requested a volunteer for the Parish Council display - it was suggested that she do the display again as she has the experience and skill to do so – she accepted and Ms Stonham agreed to take a photographic record.

Action: Mrs Gerrans and Ms Stonham

08/83 Churchyard – Mrs Gerrans advised that a response to her letter with regard to the lack of space in the churchyard had been received and the church were in favour of finding adjacent land to expand the cemetery into rather than reusing the existing plots. Clerk to contact the adjacent landowner to ascertain if he would consider selling

Action: Clerk

Several members advised that the local community were not keen on the idea of using land outside the village boundary and would prefer to end their days in the churchyard or adjacent if at all possible. Mrs Gerrans to respond with this information to the Church.

Action: Mrs Gerrans.

08/84 Sports Centre – Mr Rossiter had provided an update advising that spaces are now available at the Sports Centre for the boys football etc – he has advised all interested parties of this and suggested they book at the earliest opportunity. It was unanimously agreed not to take this any further at present but to await any further developments.

08/85 Planning for the Future – Consultation on Issues and Options – the compilation of comments on sites as recommended by the Planning committee was unanimously approved for sending to WODC with the addition of comments regarding the lack of information on the maps – it was felt that the addition of the greenbelt boundary and the conservation area would have been beneficial to all. **Action: Clerk**

The Clerk had tried to compile the comments received on the consultation on issues but all comments had been varied and different ratings had been applied to questions – it was therefore suggested that individual councillors complete and return this individually. The Eynsham Society will also respond to both consultations. **Action: All**

08/86 Village Hall - Dr Wright advised of committee meeting on 28 April. He advised that the Police no longer require a notice board – Clerk to check this out with Danielle Hanton at TVP HQ – **Action: Clerk**

The Committee have written to the Scouts with regard to the issues re the bollard, access etc and have requested confirmation that that public liability insurance in place covers third parties

as well as those engaged in scouting activities – The Parish Council have also been in contact with the scouts with regard this – awaiting a response. **Action: Clerk**

In addition Dr Wright advised that the Scouts have no right of access to the rear of the scout hut but have been using this access without requesting permission – he suggested that use of this access could be offered to the scouts in return for the wall at the front entrance separating the pedestrian and vehicular access.

He requested that the PC support his ongoing dispute with the Scouts but was advised that at the March meeting a vote was taken and there was no agreement to support this – the Clerk advised that if a decision of the Parish Council was to be reversed within 6 months it had to be by special resolution bearing at least 5 members of the PC names or by a resolution moved by a committee. Dr Wright will investigate this and report back to the next meeting with the appropriate documentation. In addition Dr Wright to copy correspondence to National Scouting HQ for comment. **Action Dr Wright**

It was suggested that reflective strips should be added to the bollard under question to aid drivers at night.

08/87 To approve minutes of Committee meetings –

- *Planning – 21 April 2008* – proposed Mrs Gerrans and unanimously approved as a true record. It was advised that the plans for the Back Lane toilets would be discussed at the meeting on 12 May. Clerk will copy plans and leave a copy in library. Mr Andrews will request that the plans are called in for committee decision rather than under delegated powers. It was suggested when commenting that a request be made for a legal agreement to prevent any further development on the site. It was suggested that a request could be made for the plans to be called in to Secretary of State due to WODC financial interest in the plans.
- *Communications – 29 April 2008* – proposed Mr Andrews with unanimous approval as a true record. All recommendations were approved with 2 abstentions – Mr Green and Dr Wright – and Ms Stonham will make appropriate arrangements with the chosen website developer.

Dates of the next Eynsham Parish Council meetings

- Planning committee – Monday 12 May and 2 June 2008 – 5.30pm
- Senior committee – Wednesday 14 May – 7.00pm – East Eynsham
- Finance committee – Tuesday 20 May 2008 – 7.00pm
- Play Area committee – Tuesday 27 May 2008 – 7.30pm
- Full Council meeting – 3 June 2008

The meeting closed at 9.35pm

Signed..... Date.....**3 June 2008**.....

Annex A - Eynsham Parish Council Committees April 2008

<p><u>Senior Committee</u> (to deal with urgent matters between meetings) G Beach D Rossiter Mrs L Gerrans F Wright</p> <p><u>Finance Committee</u> G Beach D Rossiter J Miller Mrs V Hughes</p> <p><u>Planning</u> Mrs L Gerrans Mrs M Jones T Green J Miller Mrs A Beavis Mrs M Sheppard Mr Paul Staley</p> <p><u>Play Areas</u> T Green Ms S Osborne Mrs L Pialek Mrs M Sheppard</p> <p><u>Fishponds</u> T Green Mrs V Hughes Mr P Staley</p> <p><u>Communications</u> R Andrews Mrs V Hughes J Miller Mrs L Pialek Mrs M Sheppard</p> <p><u>Footpaths</u> Mrs M Jones Mr P Staley Ms J Tinson Ms S Osborne</p>	<p><u>Representation on Other Bodies</u></p> <p><u>St Leonard's Church</u> Mrs L Gerrans Mrs M Jones T Green</p> <p><u>Allotments</u> Mrs L Gerrans</p> <p><u>OALC</u> F Wright</p> <p><u>Playing Fields Management</u> Ms S Osborne Ms J Tinson</p> <p><u>Primary School Governors</u> Mrs A Roisin</p> <p><u>Traffic Advisory</u> (with OCC, WODC, Stagecoach, T V Police) Ms S Osborne T Green Mrs L Pialek Mr P Staley</p> <p><u>Public Transport Representative</u> N Hines</p> <p><u>Eynsham Charities</u> Mrs L Gerrans</p> <p><u>Village Hall</u> F Wright Ms J Tinson Mrs A Beavis</p> <p><u>Bartholomew Sports Hall Management Committee</u> Mr D Rossiter</p> <p>Details of Councillors' names, addresses and telephone numbers are available from the website and are on the parish notice boards.</p>
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