



# EYNSHAM PARISH COUNCIL

A MEETING OF THE PARISH COUNCIL was held in the  
Bartholomew Room at 7.30 pm on Tuesday 2 September 2008

## MINUTES

**Present: Councillors** - Mr G Beach (Chairman), Mrs V Hughes Mrs A Beavis, Dr F Wright, Mr D Rossiter, Mrs. L Gerrans, Ms S Osborne, Ms J Tinson, Mr R Andrews, Mr T Green, Mr P Staley, Mrs L Pialek, Mrs M Sheppard and 11 members of the public – Mr J Cox, Mr M Stone, Mr R Harper, Ms J Stonham, Mr & Mrs A Minto, Mrs M Fletcher, Mr H Brown, County Cllr. C Mathew and District Cllrs Mrs Stevens & Ms F Pike.

**In Attendance:** Mrs. S Lee - Clerk

**08/129 Apologies for Absence** were received & accepted from Mrs M Jones.

### **08/130 To receive declarations of interest from Councillors.**

Mr Green expressed a prejudicial interest in Finance - payment for grass cutting work.

Mr Andrews asked for it to be noted that his participation as a Parish Councillor and also as a member of the West Oxfordshire District Council in both the debate and any subsequent vote on matters contained in the agenda was on the basis that the views expressed were preliminary views taking account of the information currently available. As a Parish Council member who is also a District Councillor he reserves his final views on the application until he is in full possession of all relevant information both for and against.

Mr Staley expressed a personal interest in the planning applications as he works for the County Council within the planning department.

### **08/131 Public Participation –**

The following comments were made with regard to the planning application off Merton Close-

- It was felt that the scale of the development was too large - 40 properties is large for a rural exception site.
- The location could open the door for further expansion in this area of the village
- All social housing in one area of the village was not desirable
- Traffic issues would be problematical with all traffic exiting the village via Acre End St or Spareacre Lane and OCC should be asked to restore lights at Witney Rd/A40 to both way turn.
- The effect on Chilbridge of the emergency access suggests that Merton Close is an inadequate access for the site. Any barrier on the exit to Chilbridge should be a robust full width barrier to prevent motorbikes using it as a short cut.
- Environmental impact – it was not felt that permeable paving was adequate and there could be an increased risk of flooding – the draft WODC flood report highlights flooding in the area and no further work should be done on these plans until this report is formally adopted.
- The proposed pedestrian access is next to a garage block and there should be a barrier to prevent children running out into the road as the sight line will be reduced.
- There were inadequate car parking spaces for the number of properties in the development.

The following comments were made with regard to the planning application at the Bitterell –

- The flood assessment was felt to be inadequate
- The design and planning brief gave no indication of how the Bitterell footpath would be upgraded to allow for safe pedestrian access to the village – the planners have advised that

this would be the responsibility of OCC – should this be the responsibility of the tax payer?  
The new footpaths to the N & S of the bypass would be funded by S106 money.

- Groundwater level statement indicates that the houses should all be built on piles and have anti heave protection and points out that this may have effects on existing properties in the vicinity and this needs to be taken into account. It also indicates that the water table could increase by 40cm from surface drainage and indicates that soakways will be built in to the development however for these to work the surface level will need to be built up.
- It was pointed out that the public comments on the application had to be in by 19 September – the PC had agreed an extension with WODC to allow them to look at the application at the October full meeting and would therefore have the benefit of any residents' comments.

District Cllr Mrs M Stevens advised –

- Of WODC apologies for the failure of the waste collection recently – if your waste is not collected please advise one of the District Cllrs ASAP.
- Draft flood report – WODC have requested a meeting with Cllr Stevens and the PC to finalise the flood report for Eynsham. The Eynsham flood road show will be at Standlake on Sept 11 2-7pm.
- Flood protection fair will take place in Witney on Oct 9.
- Neighbourhood Watch meeting 23 Oct in Witney.
- Oxford Rural Children Centres Project – joint rural centre for Eynsham & Woodstock – meeting on 16 Sept in Eynsham Library 2.30-5pm to have a Q & A session re what parents & carers would like to see from the project.

The timings of all these sessions was discussed as it was not felt they fitted in well with working life.

County Cllr C Mathew advised that

- he had serious concerns re both the planning applications at Merton Close & Bitterell and had submitted comments.
- work had been carried out on the S by pass under the bridge on B4449 to remove silt, however more work is required further downstream and an application has been made to Environment Agency for further permission. 4 pipes had appeared leading in to the stream and no one was aware of where they drain water from – investigations will continue.
- OCC Cabinet will discuss the flood review on 16 Sept.
- Was there any news re the village youth worker and replacement?
- Was the PC clear with regard to S106 monies with regard to both the new developments? He would chase the issues with Howard Cox at OCC on behalf of the PC.

A resident had expressed concern as to the delivery of Yellow Pages in the village as they had 3 copies left outside their property – other villagers have also expressed concern as copies were left on their doorstep for several weeks while they were away. Clerk will find out who distributes them to discuss the best way forward. Many properties do not require Yellow Pages and there is no indication on them as how best to dispose of them. **Action: Clerk**

**08/132 Minutes of the meeting of 5 August 2008** were proposed by Mrs Gerrans and the Parish Council unanimously **RESOLVED** to accept these as a true record of the meeting and the minutes were signed by the Chairman with alterations at correspondence to show that Dr Wright had responded to the allocation of land won aggregates review. Also at 08/127 to indicate that the letter to the PC was from a special meeting of the VHMC held on 28 July 2008 and was signed by 12 people.

**08/133 Clerk's Report** – circulated. The Clerk advised that works had been completed on clearing the churchyard corner. Horse chestnut tree in churchyard – proposed by Dr Wright and seconded by Mr Andrews that the application of a mulch proceed to give the tree more vigour – 8 in favour so it was **RESOLVED** that the Clerk would arrange for the work to be carried out at a cost of £30.

Proposed by Mr Green and seconded by Mrs Gerrans that the tree be cut down as it is felt to be a risk to the churchyard – 3 in favour and 4 against with 5 abstentions so proposal failed. Continued monitoring of the tree would take place. **Action: Clerk**

**08/134 Police** – Mr H Brown advised that damage had been carried out to several cars in Swan Street recently and the police were aware. He has written to the Home Secretary requesting 2 additional PCSO's for the village – he will pass on copies of correspondence and her reply to the Clerk for copying to the Councillors. The Chairman advised that the new PCSO for the village is currently in training.

**08/135 Finance**

**Mr Green left the meeting**

- To approve payment of accounts as listed on schedules -  
Proposed by Dr Wright and seconded by Mrs Gerrans and **RESOLVED** that accounts in the sum of £5247.94 be accepted– unanimously agreed and cheques signed by Mrs Gerrans & Dr Wright. Salary run cheques included in total and signed by Mr Rossiter & Mr Beach on 26 August 2008.

Mr Green returned to the meeting

- To be advised of income to Parish Council - £1466.25

**08/136 Correspondence**

WODC	New Guide to Affordable Housing and Rural Exception Sites	Copies have been passed to all councillors
Cottsway	Withdrawal of Supporting People at Sunnyside	Information passed on to all councillors – Sheila Bibb will attend meeting and report back as appropriate.
Mr Van Dam	Planes flying overhead – pollution – divert so don't fly overhead	Write to Brize Norton to advise of concern being expressed re overhead flying and pollution.
European Recycling	Possibility of shoe bank in village	Suggested contact WODC re recycling centre at Back Lane & advised shoe bank already in place.
TVP	Crime update	Advised PC of content
Parish Link		Emailed to all
Allotment Assoc	Land adjacent to allotments	It was agreed that the <b>Clerk</b> would write to WODC and express the OC concern re dumping etc.
WODC	Request for meeting re flood report	<b>Mr Rossiter</b> agreed to attend a meeting – <b>Clerk</b> to arrange suitable dates.
Eynsham Society	Copy letter to WODC re flood report	For info
OCC	Advise of meeting re Newbridge	<b>Mr Staley</b> to attend this meeting – <b>Clerk</b> to advise organisers

## 08/137 Planning

The minutes of the planning committee of the 1 September were proposed by Mrs Gerrans and seconded by Mr Green and it was unanimously **RESOLVED** to accept them as a true record of the meeting

08/1265/P/FP – Cottsway Housing Association – Land adjoining Merton Close - Erection of 40 dwellings with associated access, parking, landscaping and alterations to Merton Close  
Mr Green advised of a WODC notice relating to this development stating the proposed development down not accord with the provisions of the WODC local plan in force in the area and that the application may affect the setting of a public right of way.

The following objections were unanimously approved with regard to the application –

**Objections are strongly felt towards the introduction of vehicular access to Chilbridge for emergency vehicles - this would indicate that the access via Merton Close was not adequate for larger vehicles. The Parish Council request that this be replaced with the original pedestrian access with a substantial kissing gate or similar to prevent any mode of transport making use of this access. In addition to prevent this pathway being used during construction the completion of this access should be the final part of the development of the site.**

**The application is contrary to Policy H2 as it would set an undesirable precedent for other adjacent sites where further development would be difficult to resist and where cumulatively the resultant scale of development would erode the character and environment of the area. The Parish Council request a clear explanation in the WODC committee reports to indicate which of their policies would prevent this development setting a precedent and allowing for further Rural Exception Sites in this area of the village.**

**In addition the Parish Council have had no opportunity for consultation with regard to Sect 106 monies for play & leisure and would request a meeting to discuss the opportunities available from this development for the benefit of the village.**

08/1341/P/FP - Erection of 100 dwellings with associated parking. Formation of new vehicular access and associated works – it was proposed by the Chairman with unanimous approval that the following timetable be adopted –

- Saturday 6 September – plans available in Bartholomew Room at the drop in for public inspection
- 6-18 September - plans available for public inspection in the Library – Clerk to check with Library
- 19 – 29 September – plans circulated amongst planning committee members
- 29 September – planning committee meeting to discuss
- 7 October – full council meeting to discuss and formulate response to WODC.

Dr Wright requested that the plans be made available for the Eynsham Society meeting on Friday – 4 items were made available for this meeting – Landscape & Visual Impact Assessment, Flood Risk Assessment, Groundwater Quality and Level monitoring & Planning & Design Brief. Dr Wright would return these to the Drop In on Sat 6 September.

Dr Wright advised that he would be absent at the October full council meeting and it was agreed he could attend the planning committee meeting on 29 September to express his views.

The PC expressed concern that there has been no opportunity for them to discuss this application with the WODC planners and were unsure if WODC had approved the planning and development brief. The Clerk will request a meeting for the PC with WODC planners to discuss. **Action: Clerk**

**08/137 Christmas Lights** - the Clerk advised that in order to comply with insurance requirements these needed to be installed by a qualified electrician and appropriate arrangements for quotes were in hand.

**08/138 Grant Aid 2009/10** – the Clerk had prepared a standard grant application form for Sect 137 Grant Aid for 2009/10. With the addition of an indication of how the grant will benefit the community to the item headed describe the aims of the organisation it was proposed by Mrs Pialek with unanimous approval and **RESOLVED** that the application form be used in future for all grant request for 2009/10 onwards.

**08/139 Playing Field Managers** – the Playing Field managers are currently called a committee of the PC but are not a committee as they hold their own finances, have no terms of reference etc. A meeting with PC & Playing Fields Managers may be required to resolve this. Ms Tinson & Ms Osborne - as PC reps on the group will discuss at the next Playing Fields managers meeting with a view to getting the new agreement drawn up or consideration of the group becoming a committee of the PC.

#### **08/140 Play Areas**

Mrs Pialek proposed adoption of the Play Area committee minutes of the meeting of 8 July with unanimous approval and it was **RESOLVED** to adopt the minutes.

Due to the urgent need to remove the sputnik from the Oxford Rd Play area quotes had been received for the work and it was proposed by Mrs Pialek that the quote for £4950 for a new Supernova be accepted and unanimously approved and it was **RESOLVED** that the Clerk request the work to commence as soon as possible. **Action : Clerk**

**08/141 OCC Archive** – the Clerk had recommended that the old minutes dating back to 1972 be stored in the OCC archive along with the existing records held there. It was pointed out that the archive is currently relocating and is in a state of disruption. The Clerk will contact the Archive and ask them when the current relocation would be complete and the best time to deposit the old records. It was proposed by Mr Andrews that all records from 1972 to 2000 be deposited once a date was set and unanimously agreed for deposit. **Action: Clerk**

**08/142 Village Hall** - the Scouts have now completed all their fencing work and installed the gate to their car park. There has been no progress in arranging a meeting between the VHMC and the Scouts.

Dr Wright presented a resolution but according to standing orders this should have been made available to the PC the Tuesday before the meeting so this was not discussed. It was proposed by Mr Rossiter that the VHMC request their solicitors to write directly to the PC expressing their concerns with regard to the works on site and the PC responsibilities and **RESOLVED** that this course of action be adopted – Dr Wright abstained from the vote. **Dr Wright** will present this request to the VHMC for consideration.

#### **08/143 To approve minutes of Committee meetings –**

- Emergency Planning Committee –the Chair proposed acceptance of the minutes of 12 August and it was unanimously **RESOLVED** to accept them as a true record of the meeting. Dr Wright pointed out that OCC are the authority responsible for putting together the Emergency plan for the flu pandemic at present and had requested PC assistance in identifying vulnerable groups of people. It was agreed that this would be looked at at the next meeting of the committee.

**08/144 Churchyard**

It was proposed by the Chair with unanimous approval that the public & press be excluded for this confidential discussion and all public left the meeting.

A discussion on the possible purchase of additional land for an extension to the churchyard took place and it was agreed to proceed with the investigations.

Dates of the next Eynsham Parish Council meetings:

- Fishponds – Thursday 4 September 10am at Fishponds.
- Communications – Tuesday 9 September 7.30pm
- Full Council - Tuesday 7 October 7.30pm
- Planning – Monday 29 September at 5.30pm

The meeting closed at 10.15pm

Signed..... Date.....