



EYNSHAM PARISH COUNCIL

A MEETING OF THE PARISH COUNCIL was held in the Bartholomew Room at 7.30 pm on Tuesday 7 October 2008

MINUTES

Present: Councillors – Mr G Beach (Chairman), Mrs A Beavis, Mr D Rossiter, Mrs. L Gerrans, Ms S Osborne, Ms J Tinson, Mrs M Jones, Mr R Andrews, Mr T Green, Mr P Staley, Mrs L Pialek, and 13 members of the public – Mr J Cox, Mrs A Goodstadt, Ms L Barlow, Mrs M Fletcher, Mr T Jordan, Ms P Wilkinson, Ms M Marker, Ms J Stonham, Mr & Mrs A Minto, Mrs M Fletcher, Mr H Brown, County Cllr. C Mathew.

In Attendance: Mrs. S Lee – Clerk

08/145 Apologies for Absence were received & accepted from Mrs V Hughes, Dr F Wright & Mrs M Sheppard.

08/146 To receive declarations of interest from Councillors.

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

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

Ms Tinson, Mrs Beavis & Mr Green – personal interest – Village Hall Management Committee

08/147 Public Participation –

Cllr Mathew advised that

- Cottsway are no longer going to offer supported people services at Sunnyside – Spareacre Lane/Mill St - however other providers have been asked to tender for this service –he will update the meeting when more information is available.
- Meeting to discuss Thames Crossings will take place on Friday 10 October – Mr. Staley advised that he would be unable to attend – Cllr Mathew will report back to next meeting as appropriate.

08/1341/P/FP

- Mrs Goodstadt reaffirmed objections to the development relating to flooding, access and design. She passed on an email from the Environment Agency relating to this application confirming their objection to the plans as the sequential test was not adequately demonstrated. She advised that Mr Goodstadt would be happy to help the Parish Council with any technical data regarding this.
- Mrs Minto reaffirmed her objections and also pointed out concern re the plans to raise the level of the land as this will increase the risk of flooding to adjacent properties. She also expressed concern re the stream in the development and the risk to young children of drowning.
- Mr Minto expressed concern with regard to the possibility of piling and pointed out that the flood risk assessment does not mention this so is irrelevant. He handed over photos to accompany the PC's objections.
- Ms Barlow advised that the water table was already high in the area and had concerns re future flooding.
- Mrs Fletcher had concerns re flooding and also sewerage issues as residents of Queen Street already had problems due to inadequate sewerage services.

- Mr Jordan reaffirmed his objections due to flooding, density/design and isolation from the village.
- Ms Wilkinson shared these concerns.
- Ms Marker Advised of geological issues surrounding the increased risk of flooding if the development proceeded.
- Mr Cox stated there were 2 reasons to object –
 - Site not suitable – flooding, sewerage, access – no previous record of site ever being inhabited.
 - Proposed properties unsuitable for site – not appropriate for a conservation area to have such high density housing- all other similar areas of the village are not in the conservation area.
 - He also advised that all local knowledge has been ignored throughout the process.

08/148 Minutes of the meeting of 2 September 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.

08/149 Clerk's Report – circulated.

- The Clerk advised that the grant from the war memorial trust had been approved in principle and she was awaiting paperwork.
- Bus shelters – will all be cleaned and then new panels ordered as necessary
- Gravel application – PC have been advised that the application will be discussed at the OCC meeting 2pm on 24 November – the PC is waiting for final clarification of these details.
- Horse chestnut in churchyard – following further advice mulching will not proceed as it would cost £200 to have the mulch spread around the tree and it was felt that this was not cost effective as the tree has a limited life.

There were no further questions with regard to the Clerk's report.

08/150 Police – PCSO Keen had requested the PC approval to place notices on cars that are parked illegally prior to ticketing – it was not felt to be appropriate for the signs to indicate that they are from the Parish Council and it was agreed that Chair, Clerk & PCSO Keen would meet to discuss and draw up an amended version.

Mr H Brown advised that he is still trying to get an additional PCSO for the village. He has written to the Home Secretary re police pay in the Thames Valley and is considering setting up a new neighbourhood watch scheme in the village. He also advised that children were climbing into the medical centre and that he had reported this to the police and WODC.

08/151 Finance

Mr Green left the meeting

- To approve payment of accounts as listed on schedules -
Proposed by Mr Rossiter and seconded by Mrs Gerrans and **RESOLVED** that accounts in the sum of £9296.03 be accepted– unanimously agreed and cheques signed by Mrs Gerrans & Mr Rossiter. Salary run cheques included in total and signed by Mr Rossiter & Mr Beach on 29 September 2008.

Mr Green returned to the meeting

- To be advised of income to Parish Council - £3960.86

08/152 Planning

The minutes of the planning committee of the 29 September were proposed by Mrs Gerrans and seconded by Mrs Jones and it was unanimously **RESOLVED** to accept them as a true record of the meeting

08/1341/P/FP - Erection of 100 dwellings with associated parking. Formation of new vehicular access and associated works – decision re response to WODC

- In Dr Wright's absence a copy of his letter had been circulated to all.
- Mr Rossiter advised that the Government publication - Planning and Development Briefs stated that a site specific brief forms a stepping stone between the provisions of the development plan and the requirement of a planning application. This supports the PC opinion that a planning brief should have been approved before the planning application was considered. In addition it states that briefs should be consistent with existing conservation area statements and policies – where none exist the local planning authority should prepare them. A conservation area statement does not exist for Eynsham and it is therefore a legal duty of WODC to have compiled one in order to show the characteristics of the conservation area are being preserved and enhanced by the planning brief and application. It was agreed that it was impossible for an adequate assessment of the development brief or conservation area requirements to have been met due to the lack of a brief prior to the application being submitted and the lack of a conservation area statement for Eynsham. It was proposed by Mr Rossiter and unanimously **RESOLVED** that the Clerk should write to WODC Chief Executive with a copy to the leader pointing out these issues and advising that the PC is disturbed to discover that these steps have not been carried out by WODC. **Action: Clerk**

It was proposed by Mrs Gerrans and unanimously **RESOLVED** to send the following objections to WODC with regard to the application –

The Parish Council objects to the application due to –

Principle – (flooding, road safety, changes to site since inclusion in Local Plan)

Flooding - The application is contrary to policy NE8 which states that any new development will not be permitted within areas at risk from flooding which is likely to impede the flow of water, result in the new loss of flood plain storage or increase the risk of flood elsewhere. The site lies within the Thames floodplain and regularly floods from both north and south most recently in July 2007 – work is still on hand with WODC to ensure that the final flood report for this area incorporates all this information and photos of the site under water will be forwarded with the objections.

There will be an increased risk of flooding to existing areas of the village – Bitterell, Tanners Lane & Orchard Close - if this development proceeds as runoff from the village will not be able to permeate into the site as at present due both to the proposed raised nature of the site and the increase in non/semi permeable surfaces. It is understood that the Environment Agency objects to this application.

Road Safety – the sight lines on the B4449 are poor due to the existing curvature of the road and the road is heavily congested during rush hour. Access to this new development from the north and exiting this development as planned would result in a greatly increased risk of accident due to the poor visibility and the fact that traffic travels at speeds above the speed limit except during rush hour when stationary.

Design Brief - the local plan states that the design brief for this site would be approved prior to any planning application on site and the parish council do not feel that it is appropriate to approve the brief concurrently with the application as this is not in accordance with the requirements of the Local Plan and does not permit for consultation on the brief. It is clearly stated in

Planning & Development Briefs that a site specific brief forms a stepping stone between the provisions of the local plan and the requirements of a planning application – this is obviously not the case with this application where no stepping stone has been provided and the brief will be adopted if the planning application is approved.

Conservation area – this area of land was added to the village conservation area in 1981 to allow open views into the village – there is concern that if this development is permitted these views will be blocked and the purpose of adding the area to the conservation area thereby negated. It is noted that a review of the Eynsham Conservation area has not been carried out since it was designated. The planning process states that a brief should be consistent the existing conservation area statements and policies – if these do not exist the local planning authority should prepare them. There are no such statements and policies for Eynsham – these need to be prepared by WODC before a brief and application can be considered on this site within the conservation area.

Consultation Process – this was felt to be flawed and the Parish Council are very concerned with regard to the lack of proper consultation at all stages of this application.

Design – (layout, cycle/footpaths)

Cycle path/footpaths – the local plan states that the planning brief should include measures for improving pedestrian and cycle links between the site and the centre of the village. The plans show no access to the village for cycles – the Bitterell footpath is not a bridleway and does not allow for the passage of cycles, invalid carriages etc. The proposed new footpaths along the edge of the bypass on the B4449 are not a suitable safe access to the centre of the village and are inadequate to meet the needs of 100 new properties. The result will be that any development will be completely cut off from the village with the only access being on foot along a footpath which is totally unsuitable for an increase in foot traffic of this level. The brief and application do not show any improvements to link the development to the village apart from along the Eastern by-pass and show no improvements at all by way of cycle access. In addition all the land with proposed/existing footpaths is not in the ownership of the developers and thereby out of their control so there is no guarantee that any of the proposals will take place.

However if the application is successful the following should be taken in to account –

Landscaping to reduce noise levels etc – the Parish Council are concerned re the type of landscaping planned and would ask that they are consulted re the types of trees etc to be planted to ensure they are appropriate to the site and manageable.

Responsibility for the new hedge, green space and planting – if this is to be the responsibility of the Parish Council a commuted sum should be made available to cover the cost of this in future years.

Section 106 payments – the Parish Council have met with WODC and submitted a request for 106 monies to support further demands on the village infrastructure if these plans proceed. The figures requested are as follows –

The contributions to be sought are listed in priority order; the need can be evidenced by the Eynsham Parish Plan 2007/08.

1. Outdoor Sport and Recreation

Off site contribution to provide a floodlit Artificial Turf Pitch/Multi Use Games Area (MUGA) for community use. Contribution £150,000.

2. Community Facilities

The Parish Cemetery will be at capacity within 2 years, a contribution towards the existing provision and the purchase/development of additional land to increase capacity is a local priority.

Contribution £30,000

3. Play Provision

Off site contribution to enhance and maintain local play areas.

Cost Estimate: Capital £65,000 Commuted Sum £45,000 **Play Total £110,000**

Due to the close proximity of existing play areas, contributions for onsite provision are not required.

Therefore all contributions are sought for offsite provision.

Total of Contributions £290,000 – if the Parish Council is to take responsibility for the green areas on the site a further commuted sum would be requested for maintenance – this point needs to be clarified before any further Sect 106 negotiations are entered into.

Clerk to include copy photos of the site under water with the objections.

08/153 Correspondence

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| Request for litter bin by Talbot bus stop | Suggestion that Siemens be asked to sponsor bin | Clerk to write to Siemens and ask for their support in providing litter bins at both bus stops at the Talbot. |
| Mrs Micklewright | Comments re ease of traffic when lights at Witney Rd out of action | Passed on to OCC – for discussion at traffic advisory. |
| Mr Watson | Rubbish in Millennium Wood | Advised Woodland trust responsibility and passed details on – Woodland Trust advised that they do not place litter bins in their woods. |
| OCC | Road closure A40 8,15,22,29 Nov between 22.00 and 0700 | Passed to website and on notice board. |
| Mr Westwood | Advising of Nan Westwood's death | Funeral on 22 October. |

For info

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| OCC | Home 2 School Newsletter | |
| OCC | Guide to Road Safety | |
| WODC | North Oxfordshire Court Open Day | For info- email and paper copies circulated |
| TVP | Chief Inspector Jack Malhi – introduction as new LPA Commander | For info |
| Town & Parish Standard | | |
| WODC | Housing Needs Assessment | Request for poster to be put up to publicise questionnaires |
| OPFA | Newsletter invite to AGM | Passed to Ms Osborne & Ms Tinson |

08/154 Youth Centre

Mr Andrews advised of the appointment of Carol Rowlands as youth worker for the village – he is arranging to meet with her and will contact Mr Hollis with regard to inviting to NAG meeting. It was proposed by Mr Green and unanimously RESOLVED that Mr Andrews acts as the parish council representative in order to ascertain more re youth provision in the village and requests an explanation from OCC as to the funding/youth offer available.

08/155 OCC Archive – the Clerk had received further information with regard to transferring records to the Oxfordshire archive and it was proposed by Mr Rossiter and unanimously RESOLVED that the records be deposited in the Archive as discussed at the last meeting as soon as possible. **Action: Clerk**

08/156 Standing Orders – The Clerk advised that the existing PC standing orders do not make it clear with regard to public participation at committee meetings. In order to clarify this the following amendments to standing orders were proposed by the Chair and unanimously RESOLVED to be adopted. The entire Standing orders need to be revised but the Clerk is waiting for the new NALC recommended standing orders which will be out in late November 2008.

Standing Order 70A

“At all meetings of the council and its committees, the Chairman will, at a convenient time in the transaction of business, allow any members of the public to address the meeting in relation to the business to be transacted. Such sessions form part of the Council meeting in law and shall be duly minuted. The Code of Conduct which was adopted by the Council must apply to members of the council in respect of the entire meeting. Where, however, members of the council exercise their rights pursuant to SO 70B, below, members of the public **must** be allowed to attend the meeting to (a) make representations, (b) answer questions or (c) give evidence relating to the business to be transacted.

Model Standing Order 70B

“At all meetings of the Council and its committees, the Chairman will permit members of the council (including co-opted members) who have a prejudicial interest in relation to any item of business to be transacted at that meeting to (a) make representations, (b) answer questions or (c) give evidence relating to the business to be transacted. The member of the Council must then withdraw from the meeting during any subsequent discussion and decision making. Such sessions form part of the Council meeting in law and shall be duly minuted. The Code of Conduct which was adopted by the Council shall apply to members of the council in respect of the entire meeting.”

08/157 Village Hall – a copy letter to the PC from Pellmans had been circulated giving details of the dispute with the Scouts regarding the blue land. The Chair tabled a draft response and it was proposed by Mrs Beavis with unanimous approval that the letter with one amendment be sent as a response to Pellmans. The use of a PC solicitor was discussed and it was felt that it may be more appropriate to ask Henmans to act if this is required. Clerk to copy all the papers accompanying the Pellmans letter to Mrs Beavis & Ms Tinson for information. **Action: Clerk**

08/158 Churchyard

- No response has yet been received with regard to the possible purchase of new churchyard land.
- Mr Green proposed donations be made to 2 volunteers who help maintain the churchyard – it was agreed to consider at the next finance meeting **Action: Finance Committee.**

08/159 To approve minutes of Committee meetings –

- Communications Committee – to adopt the minutes of the meeting of 9 September – it was proposed by Mr Andrews with unanimous approval and RESOLVED that the minutes be adopted and agreement be given to updating the online maps at a cost of £45. The Chair

advised that several objections had been received by him and the Clerk to updating Eynsham Unlocked and this would be discussed at the next Communications meeting.

- Fishponds Committee – to adopt the minutes of 4 September – it was proposed by Mr Green with unanimous approval and **RESOLVED** that the minutes and comprehensive work plan be adopted.

08/160 Christmas Lights - it was proposed by the Chair and unanimously **RESOLVED** that this item be taken as a confidential item.

Dates of the next Eynsham Parish Council meetings:

- Main meeting Tuesday 4 November 7.30pm
- Planning – Monday 13 October at 5.30pm

The meeting closed at 9.00pm

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