

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 6<sup>TH</sup> JANUARY 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** G Beach (Chairman)  
MS G Barwell, Mrs L Gerrans, Mrs M Jones, Ms J Minch, Mrs V Hughes, Mrs D Seeney  
Messrs. T Green, N Hines, I Odgers, J Mittell, D Rossiter, Dr F W Wright

**In Attendance:** J Heath (Clerk), one member of the public.

**04/01 Apologies for Absence** – Apologies from Mrs M Lewington and late apologies for absence were received from Mr T Green, Mr J Mittell

**04/02 Minutes of the Meeting of 16th December 2003**

The minutes of 16th December 2003 were agreed and signed by the Chairman as a true record.

**04/03 Declaration of Acceptance of Office – Mr Ian Odgers**

Mr Odgers signed his declaration of acceptance of office, which was witnessed by the Clerk.

**04/04 Clerk's Report**

**Item 2 Teenage Facilities** ABO Robinson had reported that, according to the new youth worker Mr Simon Davies, the youth club would be closing within 3 months due to the building needing repairs. The Clerk had contacted Cllr. Harry Wyatt to ascertain if this was the case. Agreed that, dependent on what Cllr Wyatt could find out, the working party of Mrs Jones, Ms Minch and Ms Barwell would attend the Bartholomew school council at 2.15 pm on the 20th January. The Clerk to invite Councillor Mrs Louise Chapman of WODC to attend, together with either the new youth worker or Mrs Sue Walker. The working party to try to meet before the 20th.

**Item 3 Dog/litter bins and bench audit.** This had been done by Mrs Seeney and would be on the agenda of the next meeting for discussion. The Clerk reported that the bench had been removed from outside the Post Office, due to vandalism and that the postmaster had requested it not be replaced on his land.

**Item 4 Fishponds** – The application for grant aid for feasibility study was almost complete. Dr Wright to provide the reference number of the unsuccessful application for lottery funds in respect of the village hall.

**Item 6 – Allotments and North Playing Field hedges** - The Chairman had made contact with the hedge laying people and things were progressing. There was a possibility of funding from Defra for the work, which the hedgelayer would investigate.

**Item 13 - Skateboard Park** – Agreed that the cheque for the final amount could now be sent.

**Item 8 – Village Hall heating** Dr Wright reported that this would not be put right by the contractors. It was suggested that this should be discussed at the next Village Hall Management Committee.

**Item 14 – Bridleway hardstanding** – Mr Hines asked for an update, which the Clerk will get from OCC.

**04/05 Urgent Business Raised with Prior Consent of the Chairman**

The Chairman reported that he had received a request from Mrs Mary Fletcher for a short statement of support from the Parish Council in respect of an application for funding for improvements to the library. Agreed that the following should be forwarded to Mrs Fletcher:

“The library remains a focal point for many in the community and the Parish Council would fully support any enhancement to enable it to extend its services”.

**04/06 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Councils (Model Code of Conduct) Order 2001:

Dr Wright – Village Hall Management Committee.

Mr D Rossiter – WODC

#### 04/07 Accounts

Mr Hines requested a breakdown of the items on the invoice from Giles Sports, which the Clerk gave him. Proposed by Dr Wright and seconded by Ms Minch that accounts in the sum of **£1,637.61**, as appended, be accepted. Motion passed unanimously. The cheques were passed to Dr Wright and Ms Minch for signature.

#### 04/08 Items Raised by Members of the Public – Standing Orders were suspended at 7.52pm

**04/08.1 Scouts Funding** - Mr Ian Keeley spoke on the funding agreed by the Parish Council at its meeting of 16th December 2003. The scouts were disappointed that the full amount had not been agreed and asked why.

The Clerk explained that the Council had felt that it was prudent to hold back a sum for the completion of the car park, landscaping and wall as this was the responsibility of the Parish Council and if the scouts did not complete it then the Council was liable, in accordance with the planning conditions.

It was noted that an article in the Oxford Mail had erroneously stated that the Parish Council had given £25,000 to the scouts. A copy was passed to Mr Keeley. The funds were, in fact, part raised by the parish council and part granted by West Oxfordshire District Council.

Mr Keeley confirmed that the reason for requiring the full amount was to ensure that the phasing of the work reduced the amount of funds to be borrowed, therefore reducing interest charges. Phase one was the erection of the shell and included the parish council funds and a loan from the central scouts' fund. Phase two involved the completion of the internal works and the car park and turfing. He was of the opinion that the wall was not now required as the front of the scout building formed the outside boundary.

He also requested that consideration be given to passing over the interest earned by the Parish council in the past two years.

It was agreed that the matter would be discussed at the next meeting and the clerk would bring a copy of the plans and conditions to assist the discussion.

**04/08.2 Sewerage in Beech Road** Mrs Hughes asked if any of the members had knowledge of the problems regarding this matter. After a full discussion it transpired that the problem of private sewers relates to over 70% of properties in Eynsham. The Clerk to contact Thames Water to get advice on this matter. Mr Hines to supply a telephone number and contact name at Thames Water.

#### Standing Orders were resumed at 8.22 pm

##### 04/09 Planning

###### 04/09.1 Planning Decisions

The undermentioned planning applications, granted conditional approval, were noted:

W03/2042	4 Nov 03	Construction of 2 detached dwellings and double garages. Construction of new vehicular access	Land to rear of 4 Cassington Rd
W03/2091	12 Nov 2003	Erection of single & 2 storey rear extension and construction of detached garage and store.	52 Witney Road

###### 04/09.2 Planning Applications

#### Messrs. Hines and Odgers declared a personal interest in the undermentioned application.

W0/2331	9 Dec 03	Demolition of outbuildings. Erection of 2 storey side and rear extension to form separate dwelling.	44 Old Witney Rd
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Proposed by Mrs Seeney and seconded by Mrs Hughes that the Parish Council makes **no objection** to the application. Moved by seven votes for with three abstentions.

W03/2313	12 Dec 03	Conversion of existing barn/outbuilding to dwelling.	The Shrubby
W03/2314	12 Dec 03	Demolition of existing lean-to extension and conversion of barn/ outbuilding to dwelling.	26 High Street

#### Mr Mittell joined the meeting at 8.30 pm

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Proposed by Dr Wright and seconded by Mrs Seeney that the Parish Council makes **no objection** to the application. Moved by nine votes for with two abstentions.

W03/2349 16 Dec 03 Conversion of double garage to form separate dwelling. Alteration to 18 Tilgarsley Road widen existing access.

Proposed by Mrs Seeney and seconded by Mrs Gerrans that the Parish Council makes no objection to the application. An amendment was moved by Dr Wright and seconded by Mr Mittell that the Parish Council objects to the application on the grounds that it is overdevelopment of the site. The amendment was lost by two votes for and eight against and one abstention. The original proposal was moved by eight votes for, two against and one abstention.

#### **04/10 Correspondence**

##### **Mr Green joined the meeting at 8.45 pm**

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|--------------|----------------------------------|---|
| <b>10.1</b>  | <b>WODC</b>                      | Public Entertainment Licences renewals in respect of Bartholomew School, Eynsham Sports Pavilion and the Youth Club, Back Lane were noted with no objections.   |
| <b>10.2</b>  | <b>DHM Solutions Ltd</b>         | Local Council Risk System service – cost of £45 discussed. It was agreed that this should not be investigated until the external audit comment on the present risk assessment is given.   |
| <b>10.3</b>  | <b>OALC</b>                      | “Basics of Planning” seminar – Didcot – 20th March 9.30am-4pm. Mr Rossiter confirmed that much could be learned in respect of planning from the papers issued by the Officers for the Lowlands Planning Committee. These could be found on the website. Ms Barwell and Mr Mittell requested to attend the seminar, subject to date being suitable.  |
| <b>10.4</b>  | <b>WODC</b>                      | Cabinet papers, including the response to Revised Draft WO Local Plan 2011, calculation of Council tax base 2004/2005 and the community strategy, were taken by Dr Wright   |
| <b>10.5</b>  | <b>Thames Valley Police</b>      | The update on non-emergency call handling was noted.  |
| <b>10.6</b>  | <b>Donald Coleman</b>            | Mr Coleman's letter on the effect of the change of postcode on his insurance premiums was noted. It was confirmed that many of the members had received a reduction in premiums and therefore no action should be taken.  |
| <b>10.7</b>  | <b>Cartwrights</b>               | Application for transfer of Liquor Licence for Tesco Express noted.   |
| <b>10.8</b>  | <b>ORCC</b>                      | Village Halls newsletter, including petition form for presentation to Downing Street re funding for halls, briefing paper on new licensing act 2003 (taken by Mr Odgers), occasional permissions to sell alcohol in village halls (taken by Mr Odgers, village Halls and VAT and the requirement of an accident book, all noted. The Clerk confirmed that an accident book had now been compiled for the sports pavilion. |
| <b>10.9</b>  | <b>Franklin Auckland</b>         | Application for transfer of Liquor Licence for the Bay Leaf Restaurant, Lombard Street noted.   |
| <b>10.10</b> | <b>OPFA</b>                      | Disability Discrimination Act 1995 – Implications for Playground Providers and Risk Assessments taken by Mrs Seeney.  |
| <b>10.11</b> | <b>Mrs S Chapman</b>             | Letter regarding the lack of church bells and clock chimes on New year's Eve noted. A copy to be forwarded to the vicar.  |
| <b>10.12</b> | <b>Mr &amp; Mrs Butler-Miles</b> | Letter of thanks for gift vouchers noted.   |
| <b>10.13</b> | <b>Mr A Mosson</b>               | Letter of resignation from Parish Council noted with regret. The Chairman had already responded. The Clerk to write a letter of thanks to Mr Mosson and arrange for the casual vacancy arising to be advertised.  |

#### **04/11 Dates of next meetings**

The next Parish Council meetings will be on 20<sup>th</sup> January 2004 and 3rd February 2004 at 7.30pm.  
**The meeting closed at 9.05 pm**

Date of Signing:

6<sup>th</sup> January 2004

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 20th JANUARY 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** G Beach (Chairman)  
Mrs L Gerrans, Mrs M Jones, Ms J Minch, Mrs V Hughes, Mrs D Seeneey  
Messrs. T Green, I Odgers, J Mittell, D Rossiter, Dr F W Wright

**In Attendance:** J Heath (Clerk), one member of the public.

**04/12 Apologies for Absence** – Apologies from Ms G Barwell, Mr N Hines

**04/13 Minutes of the Meeting of 6th January 2004**

The minutes of 6th January 2004 were agreed and signed by the Chairman as a true record.

**04/14 Clerk's Report**

**Item 2 Sewers in Beech Road** -The Clerk reported that a representative from Thames Water would be willing to attend a Parish Council meeting. Mrs Hughes reported on the residents' meeting with CRB Services & Associates and an officer of West Oxfordshire District Council. The areas affected were Beech Road, Millmoor Crescent and Hawthorn Road. It was agreed to await the outcome of the negotiations with this company before Thames Water is approached.

**Mr Mittell joined the meeting.**

**Item 3 Casual vacancy** -The advertisement for this was on the notice boards.

**Item 5 Fishponds** – The application for grant aid for feasibility study had been sent and Mrs Hughes had provided a copy of this for all members.

**Item 14 – Bridleway hardstanding** – Completed.

**Item 18 – Sports Pavilion refurbishment** - The windows were to be installed this week. The architect would get amended plans to the Clerk by the end of the week.

**04/15 Urgent Business Raised with Prior Consent of the Chairman**

There was no urgent business.

**04/16 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Councils (Model Code of Conduct) Order 2001:

Mr Green, Ms Minch, Mr Mittell, Dr Wright – Village Hall Management Committee.

Mr D Rossiter – WODC

The Chairman explained that before the accounts could be discussed, clarification was required in respect of the cheque to the 1st Eynsham Scouts Group. It was proposed by the Chairman and seconded by Mrs Gerrans that the order of business be varied to take agenda item 14 at this point. Unanimously agreed.

**04/17 Scouts funding**

The Chairman explained the request for a sum of £16,860.00 was in payment of works already completed. It had been discovered that within this sum was the amount of £300 for demolition of the old store. This had already been paid for by the council when the village hall had been built. It was, therefore, not applicable.

Papers had been provided by the architect showing a breakdown of the costs still outstanding. This included the cost of the erection of a boundary wall. This also was no longer required.

There would be a requirement to erect railings and a gate and the architect had provided an estimate of £2600 for this.

The scouts had requested that interest accrued on the sum put by for the building funds are paid to the scouts. The Parish Council's proportion of this sum would be in the region of £12,500 (the full amount of £25,203 had been earmarked but 52% of this to be reclaimed from West Oxfordshire District Council under the terms of the grant awarded in 2000).

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The members were reminded that a decision had been made to release £20,000 of the sums held, subject to the agreement of WODC. This would leave a balance of £5,203 held back for the completion of the turfing and resurfacing of the forecourt. The members were asked to note that these works were estimated at £6,300.

Following discussion:

Resolution proposed by Mr Rossiter and seconded by Mrs Seeney that the interest be paid to the Scouts, subject to the Parish Council having the powers to do so.

An amendment was moved by Dr Wright that the Parish Council give an interest free loan to the scouts. There was no seconder to the amendment.

The original resolution was lost by four votes for with five votes against with one abstention.

Resolution proposed by Ms Minch and seconded by Dr Wright that the railings to be paid for by the Parish Council and the architect prepare a new schedule of costs. Unanimously agreed.

To be noted that the schedule states turfing and not seeding of the external activity area.

#### 04/18 Accounts

Proposed by Ms Minch and seconded by Dr Wright that the cheque to the 1st Eynsham Scouts Group be amended to £16,560 and that accounts in the sum of £ 21,908.10, as appended, be accepted. Motion passed unanimously. The cheques were passed to Dr Wright and Ms Minch for signature.

#### 04/19 Items Raised by Members of the Public – Standing Orders were suspended at 8.05 pm

Mr Harry Brown explained that he would be writing to the Government in protest of the lack of CCTV in the village. The Chairman thanked Mr Brown for his attendance.

#### Standing Orders were resumed at 8.06 pm

##### 04/20 Planning

##### 04/20.1 Planning Decisions

The undermentioned planning applications, granted conditional approval, were noted:

W03/2000	10 Oct 03	Change of use from dental surgery (D1) to residential (C3)	Hill House, 41 High Street
W03/2187	24 Nov 03	Change of use from shop (Class 1A) to four residential units and insertion of 2 dormer windows to east elevation	11 Old Witney Road

##### 04/20.2 Planning Applications

W04/0031	20 Jan 04	Demolish existing outbuilding. Sub-division of existing dwelling and erection of two storey side/rear extension to provide a self contained two bedroom flat and associated car parking.	7 Wytham View
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Proposed by Mrs Seeney and seconded by Mr Odgers that the Parish Council makes **no objection** to the application. Moved by five votes for with five abstentions.

W04/0052 Spareacre Lane	9 Jan 04	Erection of single storey front extension	128
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Proposed by Mrs Hughes and seconded by Mrs Seeney that the Parish Council makes **no objection** to the application. Moved by eight votes for with two abstentions.

A discussion took place and it was suggested that Councillors should try to visit sites of planning applications where possible.

#### **04/20.3 4 Cassington Road**

Dr Wright pointed out that the access and planting in respect of this application could be revisited when full planning was applied for.

#### **04/20.4 CPRE Letter**

Dr Wright requested that the Parish Council send a letter of objection to the Office of the Deputy Prime Minister regarding the proposal to remove planning decisions to Guildford and the ineffectiveness of enforcement by the District councils. Mr Rossiter explained the new structure and effect on the decisions flows.

It was agreed that the members should give some thought to whether they required a letter to be sent on behalf of the Parish Council and, if so, the content of the letter. The matter to be deferred to the next meeting.

#### **04/20.5 Planning Application for hedge laying at the Playing Field.**

The Clerk read out the letter from the Planning Department at West Oxfordshire District Council in respect of a planning application to vary the conditions in respect of the hedge. Mr Rossiter would speak to the planning officer.

#### **04/21 Correspondence**

- 21.1 Boundary Committee** - Periodic Electoral Review of Oxfordshire County Council and draft recommendations - comments required noted.
- 21.2 South West Oxfordshire Primary Care Trust** - Agenda for Public & Patient Involvement Group noted.
- 21.3 Paul & Carole Jeffrey** - Request for bus stop at Hill Farm Bridge – A40. Agreed that a letter to be sent to Mr and Mrs Jeffrey offering to support their request to bus company for new bus stop.
- 21.4 Oxfordshire Community Partnership** Draft Community Strategy – comments required by 1st March 2004. Papers taken by Dr Wright.
- 21.5 OCC** - The Future of your Fire and Rescue Service – an invitation for your contribution – meeting dates noted.
- 21.6 Wychwood Project - Forest** Update newsletter noted.
- 21.7 WODC** - Request for copy of Register of Electors taken by several members

#### **04/22 Street Furniture Audit**

The following areas for new/replacement bins were identified:

- Additional small litter bin in Acre End Street (north) by bus stop, new topsy bin by bus stop in Witney Road (west).
- Additional dog bins for Queen Street, Newland Street,
- Replacement bins for Station Road and Dovehouse Close, Fishponds and open space close to Wytham View play area.

It was also noted that there was a lot of litter in the alley joining Back Lane to Evans Road. The Clerk to contact West Oxfordshire District Council.

The Clerk to cost the new bins and ascertain the cost of emptying from West Oxfordshire District Council.

#### **04/23 Teenage Facilities – School Council meeting**

The Clerk, Mrs Jones and Ms Minch reported on the meeting with the school council. This had been extremely productive. The youngsters essentially required a “drop in” centre where they can meet socially without there being too many organised events. They would also like to have teen shelters in appropriate places in the village. They will come back to the Council with a more detailed list of their requirements. The Council to investigate areas for teen shelters and lighting.

There is an “image” problem in respect of the Youth Centre and this needed to be looked at. Split sessions between the age groups would be preferred. It was noted that the Youth Service can only provide the facilities for

those youngsters aged 13 years to 19 years due to funding. The police would prefer to provide for the younger element and it was suggested that the Parish Council fund one session for this age group.

It was emphasized that this project is in its early stages and no decisions had been made. There is still a lot of research to be done. The Clerk would contact the school in approximately two weeks time to ascertain progress and the matter would be put back on the agenda for the meeting of 17th February.

Funding to be applied for from the "Building Safer Communities Fund" at West Oxfordshire District Council.

#### **04/24 Traffic Advisory Committee Report**

Mr Rossiter verbally expanded on the tabled minutes. The only action required at this stage by the Parish Council was in respect of the Tesco enforcement of planning conditions. Proposed by Mr Rossiter and seconded by Dr Wright that a letter of request go to Mr Charlett of West Oxfordshire District Council that it be kept informed in respect of any enforcement and consultations regarding Tesco traffic measures. Unanimously agreed.

#### **04/25 Village Hall Management Committee Report**

The following matters were noted:

- Bookings good.
- Rates relief from WODC not yet resolved, although it was noted by Mr Rossiter that many other halls had been refused relief.
- All licensing matters to be transferred to the District Council by 2005.
- Projector purchase investigations ongoing.
- Fire equipment service contract signed.
- Heating – new company to investigate problems and new contract being negotiated. It was noted that the heating was still not completely efficient.
- Mr Mittell and Ms Minch investigating financial packages.
- Sound and music equipment costs being investigated.
- Confirmed that the nominees from Parish Council were Mr Green, Ms Minch, Mr Mittell and Dr Wright.

#### **04/26 Re-appointment of Mr Andy Mosson to the Bartholomew Consolidated Charities Board**

Resolution proposed by Mr Green and seconded by Mrs Jones that Mr Mosson be re-elected as a Parish Council representative to the Bartholomew Consolidated Charities Board.

#### **04/27 Dates of next meeting**

The next Parish Council meetings will be on 3rd February 2004 and the 17th February 2004 at 7.30pm. The Annual Parish Meeting is set for **Monday 26th April 2004 at 7.30 pm**. The venue is the village hall.

**The meeting closed at 9.56 pm**

Date of Signing:

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 3RD FEBRUARY 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** G Beach (Chairman)  
Mrs L Gerrans, Mrs M Jones, Mrs V Hughes, Mrs M Lewington, Mrs D Seeney  
Messrs. T Green, Mr N Hines, D Rossiter, Dr F W Wright

**In Attendance:** J Heath (Clerk), one member of the public.

**04/28 Apologies for Absence** – Apologies from Ms G Barwell, Ms J Minch, Mr I Odgers, Mr J Mittell

**Standing Orders were suspended at 7.31 pm**

**04/29 Police Report**

PC Alan Robinson reported that in the past 3 months there had been 87 crimes in Eynsham. This was a disappointment to him. These are broken down as follows:

16 thefts in total from the two garages and restaurant on the A40.

23 criminal damage

2 arsons (these were very disturbing and PC Robinson requested that a note be inserted in the next Echo asking the person who reported the fire to contact the police).

29 thefts of shoplifting and from factories and cars

5 burglaries (two of which were at St Peters Church)

6 assaults

1 harassment

1 dangerous driving

2 domestic incidents

2 drug possessions

PC Robinson reported that he had ascertained one of the culprits in respect of egg throwing. He was aware that the above incidents were by no means all those taking place.

Damage to a wall in Wasties Lane and stone throwing in the Market Square and Church Street were reported to PC Robinson.

**Standing Orders were resumed at 7.40 pm**

**04/30 Minutes of the Meeting of 20th January 2004**

The minutes of 20th January 2004 were amended as follows:

Minute 04/20.2 – the words “ A discussion took place and it was suggested that Councillors should try to visit sites of planning applications where possible.” were inserted.

Minute 04/25 – the words “by Mr Rossiter” were inserted between “ noted by” and “that many”. The word “completely” was inserted between “still not” and “efficient”. The words “for invoicing” were removed after the word “packages”.

The Minutes were then signed by the Chairman as a true record.

**04/31 Clerk’s Report**

**Item 1 Bins** - The Clerk reported on the costs of new bins but it was noted that the information regarding costs for emptying was still awaited from West Oxfordshire District Council.

**Item 3 Sewers in Beech Road** – Dr Wright felt that there was still some mystery regarding the depth of the sewers.

**Item 5 Teenage Facilities** - The Clerk reported that there had been a meeting at the Youth Centre with the two youth workers. The Clerk and Ms Barwell and P C Robinson had attended. There had been discussions regarding the Parish Council’s input to the youth club and that its remit should encompass other areas of youth work. The next step is to form a partnership working party with representatives from the police, OCC youth service, the school council and the youth club committee.

**Item 8 – Allotments hedges** – The Clerk reported that the Chairman of the Allotments Association was concerned that the work would not be completed by the end of spring. The Chairman will provide the phone number of the hedge laying contact.

3rd February 2004



**Item 11 - Churchyard Wall** – The temporary repair to be effected as soon as possible. Letters to go to both the tenant and landowner to request a post and rail fence be erected to stop the horses from rubbing against the wall.

**Item 16 – Pavement in Witney Road** – The Clerk to ascertain from Oxfordshire County Council when this will be repaired.

**Item 18 – Sports Pavilion refurbishment** - The windows had been installed. There was a leak in the roof which required attention. The architect had received a cheque for the planning application. Estimates were being obtained in respect of curtains and flooring.

#### **04/32 Urgent Business Raised with Prior Consent of the Chairman**

There was no urgent business.

#### **04/33 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Councils (Model Code of Conduct) Order 2001:

Mr Green, Dr Wright – Village Hall Management Committee.

Mr D Rossiter – WODC

Mr Green - Accounts

#### **04/34 Accounts**

**Mr Green withdrew from the meeting at this point.**

Proposed by Dr Wright and seconded by Mrs Lewington that accounts in the sum of **£560.83**, as appended, be accepted. Motion passed unanimously. The cheques were passed to Dr Wright and Mrs Lewington for signature.

**Mr Green rejoined the meeting**

#### **04/35 Items Raised by Members of the Public – Standing Orders were suspended at 8.01 pm**

Mr Reg Treadwell raised the following:

Were the amounts quoted for vandalism to be reclaimed from insurance and, if so, would this increase the premium paid? The Chairman confirmed that an insurance claim was being made and no doubt would result in an increased premium.

The skatepark was underwater by 3” and the contractors should be informed. The Clerk reported that this had already been dealt with and the problem had now been resolved.

Had the meeting with the school council been a success and were they willing to have an ongoing input? The Clerk reported that it had been an excellent meeting and all were hopeful of beneficial outcome.

Three members of the public had requested an updated Eynsham Directory. Agreed to refer this to the finance sub-committee.

**Standing Orders were resumed at 8.10 pm**

#### **04/36 Planning**

##### **04/36.1 Planning Decisions**

The undermentioned planning application, granted conditional approval, was noted:

W.16/03	14 Aug 03	Refurbishment of existing sports hall and extension to provide new changing rooms and fitness suite and associated landscaping	Bartholomew School, Witney Road
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##### **04/36.2 Planning Applications**

W04/0088	28 Dec 03	Erection of two storey rear extension	Oxford Insulation Cladding Ltd, Unit 9 Oakfield Ind. Estate
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Proposed by Mrs Hughes and seconded by Mrs Seeney that the Parish Council makes **no objection** to the application. Moved by eight votes for with one abstention.

W04/0110 19 Jan 04 Demolition of existing garage. Erection of 2 storey side extension 6 Evans Close

Following a letter of objection from a neighbour to the property and scrutiny of the plans, it was proposed by Dr Wright and seconded by Mr Green that the Parish Council makes **objection** to the application on the following grounds:

By reason of its design and proximity, the proposed extension will result in a loss of privacy to No 7 Evans Close and will have an adverse impact to the character of the street scene.

Moved by four votes for, two against with three abstentions.

W04/0132 20 Jan 04 Demolish existing rear extension. Erection of 2 storey rear extension, 5 Hanborough Road  
front porch and insertion of new windows to front and side.

Proposed by Mrs Hughes and seconded by Mrs Seeney that the Parish Council makes **no objection** to the application.  
Moved by seven votes for with two abstentions.

W04/0141 21 Jan 04 Insertion of ground floor window to west elevation 1 High Street

Proposed by Dr Wright and seconded by Mrs Seeney that the Parish Council makes **no objection** to the application.  
Moved by eight votes for with one abstentions.

#### **04/37.3 CPRE Letter**

Following discussion, it was moved by Mr Hines and seconded by Mrs Jones that a letter should go to the Office of the Deputy Prime Minister requesting consultation. Unanimously agreed.

#### **04/37 Correspondence**

**37.1 OCC** - Oxfordshire Fire Authority: Integrated Risk Management Plan noted.

**37.2 WODC** - Periodic Electoral Review of OCC: Draft Recommendations of the Boundary Committee noted.

**37.3 OCC** - Government School Travel Action Plan – Small Capital Grants. Agreed that the Clerk should write to both Headteachers offering to support any application they may wish to make.

**37.4 WODC** - Cabinet Decisions of 21st January 2004 were taken by the Chairman.

**37.5 South West Oxfordshire NHS** - Minutes of WODC 14th January 2004 and agenda for Primary Care Trust meetings for public to attend:  
March 25th (Henley)  
May 27th (Didcot);  
July 22nd (Benson);  
September 23rd (Wantage);  
November 18th (Henley)

It was agreed that a letter should go to the Primary Care Trust requesting meetings in the west of Oxfordshire.

**37.6 OCC** - Community Education in Witney Area's request for provision of free room for WebWise Taster Session. It was agreed that this should be initially passed to the Village Hall Management Committee for consideration.

**37.7 Eynsham Croquet Club** - Letter re. Eynsham Playing Field Management Committee. Letter to go to Chairman of Eynsham Croquet Club explaining that the Parish Council had no influence on the constitution of the Committee and cannot impose a Chairman. It is suggested that the group actively look for new members to be voted onto the committee at the next Annual Parish Meeting in April.

**37.8 Norman Boulwood (Playing Field Managers)** The email requesting a refund of part of the annual rent paid to the Council by the Croquet Club was noted and agreed.

**37.9 ORCC** - Towards a compact for Oxfordshire – a free consultation event and community groups Tuesday 24th February 2004 – Seacourt Hall, Botley @ 7.30pm. Dr Wright took the papers for this.

**37.10 ORCC** - Best Kept Village Competition noted.

**37.11 Eve Hunt** – Letter of congratulations in respect of quality of public conveniences in Eynsham.

#### **04/38 Bartholomew Sports Hall**

The Chairman reported on the meeting between himself, the Vice-Chairman and the planning consultant. The first stage of the grant had been received and they were now in a position to go for additional funding. The Vice-Chairman would have a further meeting with West Oxfordshire District Council and the Headteacher to discuss management of the facilities. Stage two will include a new fitness suite and upgrading the present facilities. The partnership to include management of the facilities (WODC) capital for the project (OCC) and the community

involvement and use (Parish Council). Agreed that a letter should go from the Parish Council giving support for the scheme.

#### **04/39 The Tuer**

Following a heated discussion including the right to park and pedestrian access, it was proposed by Mr Green and seconded by Mrs Jones that the Traffic Advisory Committee should investigate enforcing the Tuer as a passable road. Moved by eight votes for and one against. Dr Wright, in objecting, said he believed that a traffic regulation order would be required as the public had already gained the right to park in the Tuer for over 20 years.

#### **04/40 Oxford Association of Local Council – report – Dr Wright**

The following matters were reported:

- An additional representative is required from West Oxfordshire
- Criteria for larger council input are 6000 residents or £200,000 income.
- National Association of Local Councils representation is not effective
- Anti Social Behaviour Orders.
- Society of Local Council Clerks review of pay and conditions
- Service level agreement benchmark questionnaire
- Monitoring of the WODC “Leader Plus Steering Group Meeting” – Dr Wright to represent OALC.

#### **04/41 Chilbridge Road**

The Vice-Chairman brought to the attention of the members the forward plan for executives Meetings of Oxfordshire County Council and in particular the agenda for the meeting of 17th February 2004. This includes an item on the proposed sale to a named purchaser at less than full market value, but subject to nomination rights for housing units for County Council key workers; and the use of part of the capital receipt as a contribution to the funding for a new sports hall at Bartholomew School.

#### **04/42 Dates of next meetings**

The next Parish Council meetings will be on 17th February 2004 and 2nd March 2004 at 7.30pm. The Annual Parish Meeting is set for **Monday 26th April 2004 at 7.30 pm**. The venue is the village hall.

**The meeting closed at 9.46 pm**

Date of Signing:

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 17TH FEBRUARY 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** G Beach (Chairman)  
Ms G Barwell, Mrs L Gerrans, Mrs M Jones, Ms J Minch, Mrs V Hughes, Mrs D Seeney  
Messrs. T Green, Mr N Hines, J Mittell, I Odgers, D Rossiter, Dr F W Wright

**In Attendance:** J Heath (Clerk)

**04/43 Apologies for Absence** – No apologies were received.

**04/44 Minutes of the Meeting of 3rd February 2004**

The minutes of 3rd February 2004 were amended at Minute 04/39 to insert the words “Dr Wright, in objecting, said he believed that a traffic regulation order would be required as the public had already gained the right to park in the Tuer for over 20 years”.

The Minutes were then signed by the Chairman as a true record.

**04/45 Clerk’s Report**

**Item 1 – Premium Bus Route** – The Clerk reported that a meeting had taken place with representatives from OCC and Stagecoach. A full report would be given at the next meeting.

**Item 6 Teenage Facilities** - The Clerk reported that the grant application for funding had been sent off and a further meeting was to be arranged with the school council.

**Item 14 - Churchyard Fence** – This had been removed but as the Clerk had not been informed the work was to commence, Father McGann had been understandably upset to find a skip and vans in his car park. A letter of apology is to go from the Chairman. New beech trees had been purchased and it is hoped that these will be more successful. A short fence to be erected as protection until these had been established.

**Item 18 – Mill Street Traffic Calming** The Clerk to ascertain from Oxfordshire County Council what action had been taken in respect of this and other outstanding matters arising from the Traffic Advisory Committee.

**04/46 Urgent Business Raised with Prior Consent of the Chairman**

**Bartholomew School Sports Facilities and Fitness Suite** - Mr Rossiter reported on his meeting with the Headteacher of Bartholomew School, the Head of PE for the school, the Leader of WODC and Officers of WODC in respect of funding for the maintenance of the above project. Proposed by Mr Hines and seconded by Mrs Jones that a letter of support be sent from the Parish Council to the Leader of West Oxfordshire District Council on the grounds that the project will also benefit the community.

**04/47 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Councils (Model Code of Conduct) Order 2001:

Mr Green, Dr Wright, Ms Minch, Mr Mittell – Village Hall Management Committee.  
Mr D Rossiter – WODC

**04/48 Accounts**

Following a query on the accounts for the payment of the windows for the pavilion which the Clerk was able to answer, it was proposed by Dr Wright and seconded by Mrs Gerrans that accounts in the sum of **£10,794.56**, as appended, be accepted. Motion passed unanimously. The cheques were passed to Dr Wright and Mrs Gerrans for signature.

**04/49 Items Raised by Members of the Public – Standing Orders were suspended at 8pm**

Although it was noted that many members of the public had commented on the vandalism in the village, there were no specific items raised.

**Standing Orders were resumed at 8.02 pm.**

17th February 2004

## 04/50 Planning

### 04/50.1 Planning Decisions

The undermentioned planning application, granted conditional approval, was noted:

W04/0052      12 Jan 04      Erection of single storey front extension      128 Spareacre Lane

### 04/50.2 Planning Applications

W04/0170      27 Jan 04      Demolish existing rear outbuilding. Erection of 2 storey extension to provide additional storage areas and family room for residential use.      Rainbow House  
70 Mill Street

Proposed by Mr Green and seconded by Mrs Jones that the Parish Council makes **no objection** to the application.  
Moved by nine votes for with three abstentions.

W04/0181      28 Jan 04      Conversion of existing barn/outbuilding to single dwelling with associated car parking and landscaping. Demolition of existing lean-to extension and adj. garage/storage building. Insertion of Dormer to south elevation. Erection of double garage to serve The Shrubbery only.      26 High Street

W04/0182      28 Jan 04      External and internal alterations to allow conversion of existing lean-to extension and adj. garage/storage building. Insertion of Dormer to south elevation. Erection of double garage to serve The Shrubbery only.      26 High Street

Proposed by Dr Wright and seconded by Mrs Seeney that the Parish Council makes **no objection** to the application.  
Moved by eleven votes for, with one abstention.

W04/0204      2 Feb 04      Erection of 2 storey side extension to enlarge two existing flats.      3 Thames Street

Proposed by Mrs Seeney and seconded by Mr Mittell that the Parish Council makes **no objection** to the application. An amendment was proposed by Mrs Gerrans and seconded by Mr Green that the Parish Council informs the District Council that it cannot comment on the application. Should this not be an amendment to the original application as the flats are not yet in existence?

The amendment was moved by six votes for with four votes against and two abstentions.

W04/0215      31Jan 04      Demolition of existing shed.      The Old Brew House

Proposed by Dr Wright and seconded by Mr Hines that the Parish Council makes **no objection** to the application. Moved by ten votes for with two abstentions.

W04/0222      28 Jan 04      Internal and external alterations to allow general repair works and modernisation.      25 Mill Street

Proposed by Mrs Hughes and seconded by Mr Green that the Parish Council makes **no objection** to the application.  
Moved by nine votes for with three abstentions.

W04/0234      6 Feb 04      Erection of extension to provide entrance lobby, toilet and Disabled toilet.      Sports Pavilion  
Oxford Road

Proposed by Mrs Hughes and seconded by Mr Green that the Parish Council makes **no objection** to the application.  
Moved by eleven votes for with one abstention.

### 04/50.3 Enforcements

The Clerk updated on the following enforcement cases, which were noted:

Fir Tree Farm, Barnard Gate.

W S Supplies, Mill Street,

The Nurseries, Old Witney Road.

17th February 2004

#### 04/51 Correspondence

51.1 **P E J Hoffler** - Letter in respect of replacement of benches, bins; skateboard park; youth centre and school sports facilities noted.

51.2 **OCC** - Highway Management Policy Manual noted.

51.3 **WODC** Application for variation of Public Entertainments Licence, Red Lion, Market Square.

51.4 **Letters from residents in respect of the application by Mr Watts, Red Lion.**

Following a full discussion it was proposed by Mr Green and seconded by Dr Wright that the status quo in respect of the licence be maintained. An amendment was proposed by Mr Hines and seconded by Mr Odgers that the Parish Council supports the application subject to a probationary period of three months and a restriction to two additional nights per month. Amendment moved by seven votes for with three against. Mr Green wished his vote against to be recorded and also Dr Wright.

51.5 **Halcrow** - Oxfordshire Transport Networks Review – details of exhibitions during March noted.

51.6 **OCC** Scrutiny Report noted.

51.7 **John Blakeman** – Letter on vandalism and traffic calming. Noted. The Clerk to respond.

51.8 **Mrs S Green** - Letter in respect of vandalism, teenage facilities and litter noted. The Clerk to respond.

#### 04/52 Bus Shelters – Toll Bridge

Proposed by Mr Hines and seconded by Mr Green that the Memorandum of Agreement with Primesite be signed by the Chairman, Vice-Chairman and Clerk. Moved unanimously.

#### 04/53 Hedgelaying

##### 53.1 **Playing Fields**

Mr Rossiter reported that he had studied both the planning permission and the landscaping plans. He confirmed that the part of the hedge proposed to be professionally “laid” was not part of the planning application or permissions and therefore it was within the powers of the Council to do this work.

##### 53.2 **Allotments**

The Chairman reported that there had been a site meeting with members of the Allotments Association Committee, Mr John Savings (Hedgelaying), himself, Mrs Gerrans and the Clerk. Mr Savings had estimated that 110 metres would require laying and that he would be able to do this before the summer, subject to the members of the Allotments Association providing a working party to remove the excess. He would provide a quote. The Clerk to investigate funding from Defra.

#### 04/54 Report on the Clerks to the Larger Councils’ Forum

##### 54.1 **Teen Facilities**

- Carterton did get some funding from the Co-op but it was only £500.
- The Community fund (to which we are applying) has a total of £45,000.
- Teen shelters from Base Ltd cost from just over £3k.
- Youth Drop-In Centres - Living & Learning Grant Scheme not now available. Carterton has a very successful Centre, Didcot not as successful, Witney don't know how successful and Wallingford not successful.

54.2 **Speakers from OCC** – Richard Shaw (CE), Richard Dudding (Director for Environment and Economy). The following were covered.

- Mori survey (results tabled) showed OCC were perceived to be remote and unresponsive. Committed to improving this.
  - Increase of libraries for information
  - Rationalisation of buildings
  - “One-Stop shops”
  - Area Co-ordinator for District Councils (bi-lateral partnerships)
  - One point of contact for Town/Parish Councils
  - £5k for County Councillors to spend on their own communities (“twinkle in the eye”).
  - Consultation – noted that these are duplicated by CC and DC (boundaries) and often insufficient time.

Publications should be relevant.

Communication with OALC is crucial and they are improving this.  
Annual programme for consultation process is important.

➤ **Village Appraisals/Plans**

They are looking more carefully at these now – using local knowledge. Response to appraisals (the vibrancy and success of the community) is a challenge. Involve DC's. Traffic and road issues will be given more consultation – through TAC's

➤ **Delegation**

Delegation Funding is still a big question mark. Current tariffs will be circulated.

➤ **Regular Meetings** with the LCC forum.

➤ **Training**

OCC agreed to investigate possibility of “buying in” to training sessions organised by the CC.

54.3 **Quality Parish Status**

Delegation of services would not benefit PC's. Chipping Norton TC to approach WODC for meeting. Would PC's only be offered “Black hole” services? Unsure whether there would be any savings for DC.

54.4 **Disabled Access**

➤ Wallingford obtained funding from OCC for a stair lift with whom this was a shared facility. Cost to them £5-6k.

“Evacuation chair” required for upstairs, in case of fire. Cost in region of £650.

➤ Didcot confirmed that video linkage would be resisted by disabled people – demeaning.

**04/55 “The Noise” Project**

The papers for this had been previously circulated and it was proposed by Mrs Jones and seconded by Mr Hines that the Council grant £250 towards the project. Moved unanimously. The organisers to ensure that there is plastic covering in place in the Market Square for the BBQ. Suggestion that the churchyard area adjacent to the south wall of the church to be cleared of litter and overgrown weeds. Other suggestions to be forwarded to the Clerk. **This is granted under S137 of the LGA 1972.**

**04/56 Pavilion Refurbishment**

Following discussion it was agreed that:

1. Heating to be dealt with to enable full length curtains to be made.
2. Proposed by Dr Wright and seconded by Mrs Seeney that a budget amount of £1400 be allocated for new curtains and that these should be made as soon as possible. Moved unanimously. The Clerk to investigate the VAT position.
3. Sub-Committee to be formed. To consist of Mrs Gerrans, Mrs Hughes, Mrs Lewington and Mrs Seeney. They will investigate refurbishment of the kitchen, internal and external painting and flooring.
4. Quotes for the replacement of the roof to be obtained by the Clerk. The possibility of a slight pitch to be investigated.
5. Building quotes for the extension to be obtained.
6. Mr Hines to report to the Playing Fields Management Committee that the young footballers have been seen kicking footballs against the pavilion and also inside the social area.

**04/56 Dates of next meetings**

The next Parish Council meetings will be on 2nd March 2004 at 7.30pm and the 16th March 2004. The Annual Parish Meeting is set for **Monday 26th April 2004 at 7.30 pm**. The venue is the village hall.

**The meeting closed at 9.49 pm**

Date of Signing:

17th February 2004

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 2ND MARCH 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** G Beach (Chairman)  
Ms G Barwell, Mrs L Gerrans, Mrs M Lewington, Mrs M Jones, Ms J Minch, Mrs V Hughes, Mrs D Seeney  
Messrs. T Green, I Odgers, D Rossiter, Dr F W Wright

**In Attendance:** J Heath (Clerk)

**04/57 Apologies for Absence** – Apologies were received from Mr N Hines.

**04/58 Minutes of the Meeting of 17th February 2004**

The minutes of 17th February 2004 were amended at Minute 04/51.4 to insert the words “and also Dr Wright” at the end of the final sentence. The Minutes were then signed by the Chairman as a true record.

**04/59 Clerk’s Report**

**Item 5 – Scouts Funding** - The Clerk reported that amended figures had been received from the Architect, together with a firm quote in respect of the fencing. Discussion for next agenda.

**Item 8 – Website** – The application for funding had now been completed and would be sent off in the next week.

**Item 9- Teenage Facilities** - A further meeting had been arranged with the school council for the 23rd March at 2.15pm.

**Item 15 - Churchyard Wall** – A fence had been erected by the horse owners to keep them away from the wall.

**Item 17 – Churchyard fence/hedge** – New beech hedge plants been purchased and would be used to infill the gaps.

**Item 21 – Mill Street Traffic Calming** The Clerk read out a letter from Mr Paul Wilson of Oxfordshire County Council which addressed all the outstanding matters arising from the Traffic Advisory Committee.

**Item 22 – Sports Pavilion Refurbishment** – The curtains had been ordered. A verbal quote of £8000 had been received in respect of the re-roofing.

**Item 24 – Village Design Statement** – A request had been received from the Village Design Statement Working Steering Group for the Parish Council to release the funds to have the document printed. It was confirmed that the document had not been accepted by West Oxfordshire District Council as Supplementary Planning Guidance. The Clerk explained the two items which prevented this and which were proving difficult to resolve. Agreed that this should be an agenda item for the next meeting.

**04/60 Urgent Business Raised with Prior Consent of the Chairman**

There was no urgent business to discuss.

**04/61 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Councils (Model Code of Conduct) Order 2001:

Mr Green, Dr Wright, Ms Minch – Village Hall Management Committee.

Mr D Rossiter – WODC

**04/62 Accounts**

It was proposed by Dr Wright and seconded by Ms Minch that accounts in the sum of **£2,429.27**, as appended, be accepted. Motion passed unanimously. The cheques were passed to Dr Wright and Ms Minch for signature.

**04/63 Items Raised by Members of the Public – Standing Orders were suspended at 8.05 pm**

Mr Reg Treadwell addressed the Council on the following three matters:

**63.1 Planning Application** – In respect of the recent planning application for 6 Evans Road his letter to the Parish Council had not been passed to West Oxfordshire District Council. The Chairman explained that this was not something that had ever been implemented.

Mr Treadwell then commented that the planning office at West Oxfordshire District Council had stated that they had no knowledge of ever having received any comment from the Parish Council or the photocopy of his letter



(above) that he had personally handed in. The Chairman suggested that Mr Treadwell approach the District Council again to try to clarify this as the Parish Council always comments on all planning applications.

**63.2 Churchyard Fence** – The Chairman confirmed that the fence between the two churchyards had been removed at the request of the Parish Council.

**63.3 Precept** – the Chairman confirmed that the parish precept had been increased by a very small amount (1.03%) and the District Council precept by 6.5%.

**Standing Orders were resumed at 8.10 pm.**

#### **04/64 Planning**

##### **04/64.1 Planning Decisions**

The undermentioned planning applications, granted conditional approval, were noted:

W04/0088	9 Jan 04	Erection of 2 storey rear extension	Unit 9 Oakfield Industrial Estate
04/0132	22 Jan 04	Demolish existing rear extension. Erection of 2 storey rear extension front porch and insertion of new windows to front and side.	5 Hanborough Road
04/0110	19 Jan 04	Demolition of existing garage. Erection of 2 storey side extension	6 Evans Close
04/0141	21 Jan 04	Insertion of ground floor window in west elevation	1 High Street

The undermentioned planning application was refused planning permission on the following grounds:

W03/2349	19 Dec 03	Conversion of double garage to form separate dwelling. Alteration to Widen existing access.	18 Tilgarsley Road
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It will have an adverse impact on the proposed residents due to the inadequate amenity space available to serve the property. In addition, unacceptable levels of overlooking would result from the existing property at No 18 to the new residents' amenity space. It would be detrimental to the streetscene. It is therefore contrary to Policies BE3 and H12 of the WO Local Plan and BE2 and H2 of the revised WO Local Plan.

##### **04/64.2 Planning Applications**

W04/0240 2 Feb 04 Internal alterations to accommodate indoor swimming pool. 70 Acre End Street  
Proposed by Mrs Seeney and seconded by Mrs Gerrans that there be **no objection** to this application. Moved by nine votes for with two abstentions.

W04/0248 5 Feb 04 Erection of 2 storey side and single storey front extension to form a separate dwelling. Erection of single garage and three additional parking spaces. 2 Spareacre Lane

Proposed by Mrs Seeney and seconded by Mrs Hughes that there be no objection to this application. An amendment was proposed by Dr Wright and seconded by Mrs Jones that the Council **objects** to the application on the grounds that it is overdevelopment of the site with difficult access for increased traffic movements on a corner location. The amendment was moved by seven votes for, two against and one abstention.

W04/0204 2 Feb 04 Erection of 2 storey side extension to form one replacement retail unit and three flats with associated parking and landscaping. (Amendment to Planning Application W2002/1253). 3 Thames Street

Proposed by Dr Wright and seconded by Mrs Hughes that there be no objection to this application. Moved by nine votes for, one against with one abstention.

#### **04/65 Correspondence**

**65.1 Community Action Groups** - Newsletter on waste management noted.

**65.2 Eynsham Croquet Club** - Copy of letter to Playing Field Management Committee re. rent noted.

**65.3 OALC** - Seminars on Code of Conduct, Quality Parish Councils and Members Allowances noted.

**65.4 OALC** - Training event on Freedom of Information Act 2000 – 22 April noted. Venue Stratfield Brake, Kidlington.

- 65.5 **ORCC** - Advice on Parish Plans noted.
- 65.6 **OPFA** - Request to use Skatepark and kick wall for "Awayday" agreed.
- 65.7 **Allotments Association** - Matters in respect of insurance, rule book, constitution, boundary maintenance noted. The Clerk to ascertain from the Solicitor whether a lease had been transferred with the purchase of the land from Oxfordshire County Council and to obtain confirmation from the Council's insurers that independent insurance is required by the Association.
- 65.8 **WODC** - Recycling Scheme and Waste Awareness Seminars noted.
- 65.9 **OCC and Halcrow** - Public consultation on Oxfordshire Transport Networks review noted.
- 65.10 **Halcrow** - Oxfordshire Transport Networks Review exhibition 10th March Witney Corn Exchange noted.
- 65.11 **SE England Regional Assembly** - Proposed alterations to Regional Planning Guidance taken by Mr Rossiter and proposed alterations in respect of Regional Waste Management Strategy and Regional Minerals Strategy taken by Dr Wright.
- 65.12 **Mrs S Chapman** - Hedge encroachment of footpath at eastern end of Cassington Road to be referred to Oxfordshire County Council.
- 65.13 **OCC - Extension** for application for Small Capital Grants re. Government School Travel Action Plan noted.
- 65.14 **WODC** - Cabinet Decisions of 25th February 2004 taken by the Chairman.
- 65.15 **OCC** - OSCA's 2004 - £5000 cash prizes to be won for waste management schemes. Noted.
- 65.16 **OALC** - Introductory Seminar on the Basics of Planning – Saturday 20th March. Ms Barwell will inform the Clerk closer to the date whether she is able to attend.
- 65.17 **Mr Trevor Green** – Comments in respect of the Red Lion Public Entertainments Licence noted.
- 65.18 **Mr Peter Way** – The Clerk to respond to comments made in respect of the churchyard fence and hedge

#### 04/66 Premium Bus Routes

The Clerk gave a brief report on the meeting with Officers from Oxfordshire County Council and the area manager of Stagecoach.

Premium bus routes would provide a core network throughout the county. Those routes chosen would have bus stop signage and shelters provided by Oxfordshire County Council and would have up to date technology. Passengers would be able to text from the bus stop to ascertain when the next bus was due. The maintenance of all shelters and signage would be taken over by the County Council.

New "roll on, roll off" buses would be provided and these were due to be in use in September of this year. The kerbs would need to be altered to ensure buggies and wheelchairs could access the buses with ease. The buses would be dedicated to the route between Witney and Oxford and would be at a 15 minute frequency. The purpose of the meeting was to ascertain whether the Parish Council's plans for traffic calming included bumps as these would not only delay the buses but would damage them. It was confirmed that this was not the case.

There was a suggestion that access to the village via the right hand turn from the A40 into Witney Road would be restricted during peak hours but this was subject to full consultation with Thames Valley police and the Parish Council.

The timescale involved was that the Witney to Oxford route would become a premium route within two years.

#### 04/67 Churchyard

The following was reported:

Beech hedge saplings had been purchased and would be used, together with hazel saplings, to infill the gaps and the Parish Council would provide compost and feed to try to ensure that they grow, The shed to be cleaned out of old mowers.

The water pipe at the lower end of the churchyard may need to be diverted to enable the graves to be dug.

#### 04/68 Village Hall Management Committee Report

The following matters were covered:

Lettings were good.

Decision made by the Village Hall Management Committee that the hire for the computer taster session would not be given free. Proposed by Mrs Jones and seconded by Mr Rossiter that the Parish Council pay the £12 for the session. Moved unanimously.

A maintenance contractor had been employed for the heating at a cost of £500 to £600.

A request that the vandalized lights be replaced with ones with a protective metal cover. Proposed by Ms Minch and seconded by Mr Green that the Parish Council agree to purchase new light covers with metal covers. Moved unanimously.

A projector had been purchased by John Richards of the cinema in Witney and this would be available for hire. There was a possibility that a second hand one could be purchased by the Village Hall Management Committee. There was a problem over the rate charged for the electricity which was being investigated. Confirmed that there had been no contract signed by the Clerk or the Village Hall Management Committee.

The alcohol licence provision had been increased to twelve per annum.

The Village Hall Management Committee requested that it be consulted when the scouts and the Parish Council decided on the security of the entrance and the fencing.

**04/69 Playing Field Managers Report**

Due to the absence of Mr Hines, this report was deferred.

**04/70 Allotments Association Report**

This had been fully dealt with under the correspondence item 65.7 above.

**04/71 Speaker for future meeting**

The Chairman reported that an officer of the Oxford Citizens Housing Association had offered to speak on whether it is possible to restrict housing on rural exception sites to people who have connections with or live in the village. Agreed that the Chairman arrange this for a future date.

**04/72 Dates of next meetings**

The next Parish Council meetings will be on 16th March 2004 and 6th April 2004 at 7.30 pm. The Annual Parish Meeting is set for **Monday 26th April 2004 at 7.30 pm**. The venue is the village hall.

**The meeting closed at 9.50 pm**

Date of Signing:

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 16TH MARCH 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** G Beach (Chairman)  
Ms G Barwell, Mrs L Gerrans, Mrs M Jones, Mrs V Hughes  
Messrs. T Green, N Hines, J Mittell, I Odgers, D Rossiter, Dr F W Wright

**In Attendance:** J Heath (Clerk) and two members of the public

**04/73 Apologies for Absence** – Apologies were received from Mrs M Lewington, Ms J Minch, Mrs D Seeney

**04/74 Minutes of the Meeting of 2nd March 2004**

The minutes of 2nd March 2004 were adopted and signed by the Chairman as a true record.

**04/75 Clerk's Report**

**Item 2 – Gravel extraction** The Clerk reported that contact had been made with the MD of Hansons who agreed that a scheme was proposed for Cassington Lane and that as soon as plans are available he would be happy to come to a Parish Council meeting to consult.

**Item 6 – Overhanging vegetation in Cassington Road** Oxfordshire County Council would be dealing with this as soon as possible.

**Item 7 - Premium Bus Route** – Mr Hines asked that this should be put on the agenda for the next meeting.

**Item 10 – Sewers in Beech Road** It had been confirmed that the sewers would be surveyed by CRB Services in the near future.

**Mr Mittell joined the meeting**

**Item 16 – Allotment Hedges** – A verbal quote had been received from Mr Savings in the sum of £1227.87 (£9.50 per metre + VAT)

**Item 17 - Public Convenience refurbishment** – The Clerk reported on a meeting with Mr Robert Pettifar of West Oxfordshire District Council. It is anticipated that plans will be available in July and work to commence in the autumn. Mr Pettifar will attend a future meeting as soon as plans available.

**Item 20 - Churchyard Wall** – Repairs to the wall had commenced.

**Item 26 – Sports Pavilion Refurbishment** – The curtains had been ordered. Two quotes have been received in respect of the re-roofing, both in excess of £8000. Two others still awaited. Painting had commenced.

**04/76 Urgent Business Raised with Prior Consent of the Chairman**

There was no urgent business to discuss.

**04/77 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Councils (Model Code of Conduct) Order 2001:

Mr Green, Dr Wright, Mr Mittell – Village Hall Management Committee.

Mr D Rossiter – West Oxfordshire District Council

Mrs V Hughes – Eynsham Society Officer.

**04/78 Accounts**

Mr Rossiter queried the high cost of electricity for the pavilion. The Clerk explained that this account had been underestimated for the past two quarters and had now been corrected. It was proposed by Dr Wright and seconded by Mrs Hughes that accounts in the sum of **£ £4,691.28**, as appended, be accepted. Motion passed unanimously. The cheques were passed to Dr Wright and Mrs Hughes for signature.

**04/79 Items Raised by Members of the Public – Standing Orders were suspended at 7.49 pm**

Mr Harry Brown read out the letter he had sent to the Prime Minister in respect of CCTV in the village. He also voiced his concerns in respect of the use of the village as a “park and ride” car park.

**Standing Orders were resumed at 7.51 pm.**

16th March 2004

## 04/80 Planning

### 04/80.1 Planning Decisions

The undermentioned planning applications, granted conditional approval, were noted:

W04/0031	20 Jan 04	Demolish existing outbuilding. Sub-division of existing dwelling and erection of two storey side/rear extension to provide a self contained two bedroom flat and associated car parking	7 Wytham View
W04/0181	28 Jan 04	Conversion of existing barn/outbuilding to single dwelling with associated car parking and landscaping. Demolition of existing lean-to extension and adj. garage/storage building. Insertion of dormer to south elevation. Erection of double garage to serve The Shrubbery only.	26 High Street
W04/0182	28 Jan 04	External and internal alterations to allow conversion of existing lean-to extension and adj. garage/storage building. Insertion of dormer to south elevation. Erection of double garage to serve The Shrubbery only.	26 High Street

### 04/80.2 Planning Applications

W.04/04	12 Mar 2004	Application for single classroom extension to create ICT/Science laboratory	Bartholomew School
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Proposed by Mrs Gerrans and seconded by Mrs Jones that there be no objection to this application. Moved unanimously

## 04/81 Correspondence

- 81.1 **Deborah Lake** - Noted that the residents were hopeful of a mutually acceptable conclusion to the application by the landlord of the Red Lion for a Public Entertainments Licence. Mrs Lake thanked the Parish Council for its support in the matter.
- 81.2 **OCC** – Details of policy for bus shelter procurement in Oxfordshire noted.
- 81.3 **OCC** - Audit of Day and Community Services for Older People in the parish taken by Mrs Gerrans for completion.
- 81.4 **OCC** - Newsletter March 2004 noted.
- 81.5 **ORCC** - Newsletter Spring 2004 noted.
- 81.6 **Caring Matters** - Newsletter Spring 2004 noted.
- 81.7 **WODC** - Licensing Sub-Committee guidelines for striptease, lap dancing regulations noted.
- 81.8 **Father McGann** - Response to Chairman's letter regarding fence and hedge noted.
- 81.9 **John Blakeman** - Response to letter re. traffic calming noted.
- 81.10 **WODC** - Parish/Town Council meetings/seminars Monday 29th March – 4.30 pm Woodgreen noted.
- 81.11 **Smith-Woolley** – Agreed that the lease for the playing fields should be forwarded to the Council for consideration and advice would be taken from the Solicitor, if necessary.
- 81.12 **WODC** - Notification of Council tax noted.
- 81.13 **Mr Paul Hughes** - Application to join Parish Council noted. This would be placed on the agenda for consideration at the next meeting.
- 81.14 **Mrs Hazel Hoffler** – Letter in respect of the Bartholomew school sports facilities noted. Agreed that this should be forwarded to Oxfordshire County Council, with the permission of Mrs Hoffler.

## 04/82 Village Design Statement

The Chairman informed the members of the up to date position in respect of the VDS. The Council needed to consider the request for the £1000 funding, previously granted subject to the document being accepted by West Oxfordshire District Council as Supplementary Planning Guidance, in the light of this.

16th March 2004

The document had been made available to all members and discussions covered the two points which were unable to be resolved. Namely, in respect of "to avoid intrusion into the landscape and adhere to the present village boundaries" and "In order to maintain the social mix....further large-scale development must be avoided". The two parties concerned were not likely to come together in respect of these items.

The money was required to assist in printing costs and the Village Design Steering Group had requested that the full £1000 be made available for this to enable each household to have a copy. The Clerk confirmed the costings for printing, as supplied by the steering group, which were for £2000.

Following a full discussion it was proposed by Dr Wright and seconded by Mr Green that the previous decision in 2001 to provide the monies is modified to omit "subject to the document being accepted by West Oxfordshire District Council as Supplementary Planning Guidance" and that the full £1000 be granted. Mr Mittell proposed an amendment that £500 should be forwarded to provide fewer copies. There being no seconder to this amendment the original proposal was put to the vote. Moved by five votes for, three against and two abstentions that the full amount is granted for the provision of 3000 copies. **This is granted under s137 of the LGA 1972.**

#### **04/83 Playing Field Managers Report**

MR Hines reminded the Council that, following the resignation of Mr Mosson, there was a parish council co-opted vacancy on the Committee. Proposed by Mr Hines and seconded by Mr Rossiter that Mr Odger be co-opted with immediate effect. Unanimously agreed. Mr Hines reported that at the end of the year the Chairman, Treasurer and Secretary would all resign their offices but were willing to remain as committee members. It was hoped that these positions would be filled at the Annual Parish Meeting on 26th April.

The drainage scheme for the south playing field was discussed and it was confirmed by Mr Hines that D W Clarke had been contracted to do the work for a sum of £3350 + VAT. The National Playing Field Association would be providing a grant of £4000 to cover this.

The Clerk to write to Mr Desmond Pimm to inform him that the works would be commencing in the near future.

#### **04/84 Scouts Funding**

Following discussion in respect of the figures provided by the Architect, it was proposed by Mr Hines and seconded by Mr Green that the balance of funds up to £20,000 be forwarded to the scouts, as requested. Nine votes for with one against.

#### **04/85 Dates of next meetings**

The next Parish Council meetings will be on 6th April 2004 at 7.30 pm and 20th April 1004 at 7.30 pm. The Annual Parish Meeting is set for **Monday 26th April 2004 at 7.30 pm**. The venue is the village hall.

**The meeting closed at 9.50 pm**

Date of Signing:

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 6TH APRIL 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** D Rossiter (Vice-Chairman)  
Mrs L Gerrans, Mrs M Jones, Mrs V Hughes, Ms J Minch, Mrs D Seeney  
Messrs. T Green, N Hines, Dr F W Wright

**In Attendance:** J Heath (Clerk), three members of the public and ABO Alan Robinson

**04/86 Apologies for Absence** – Apologies were received from Mr G Beach, Ms G Barwell, Mr J Mittell, Mr I Odgers

**04/87 Minutes of the Meeting of 16th March 2004**

The minutes of 16th March 2004 were adopted and signed by the Chairman as a true record.

**04/88 Police Report - 7.33 pm Standing Orders suspended**

ABO Robinson reported on crimes in the last 3 months in the village. There were 93 reported crimes, as follows:

- o 30 thefts
- o 26 criminal damage
- o 1 arson
- o 12 making off without payment (A40 garages)
- o 5 public order offences
- o 1 indecent assault on a female
- o 1 vehicle interference (attempted theft)
- o 5 burglary – other than in dwelling
- o 5 assaults
- o 1 dangerous driving
- o 1 drug possession
- o 3 harassment
- o 2 domestic incidents

ABO Robinson requested publicity in respect of a spate of crimes locally where jewellery is being stolen, after phone calls, presumably to check if the resident is in. An article will be placed in the next Echo. There is still the ongoing problem of underage drinking. The local shops have been approached to remind them to be careful when selling alcohol. The nuisance of motor bikes in the fields off Chilbridge Road was being addressed. The police have the right to confiscate the vehicles. The Chairman thanked AOB Robinson for his report. **Standing Orders were resumed at 7.48 pm.**

**04/89 Clerk's Report**

**Item 4 – Affordable Housing** The Clerk reported that the meeting of Oxfordshire County Council Executive Committee of 20th April 2004 (papers available from 13th April) will consider whether to seek designation of an area of OCC owned land on the west side of Eynsham for development in the West Oxfordshire Local Plan. Consultations to take place with Bartholomew School.

**Item 5 – Gravel Extraction** Oxfordshire County Council was due to discuss this at a meeting of the full Council on 6th April but Dr Wright, despite his three minute speech on Eynsham and Cassington, confirmed that they did not debate this in detail although they refused to delete South Oxon from the Structure Plan. The main discussion was in respect of housing in the green belt.

**Item 11 - Sewers in Beech Road** – Confirmed that the survey was being done.

**Item 12 – Website** The Council had received the grant for this and would like to thank Mrs Hughes for her efforts in obtaining this. The software had been purchased.

**Item 13 – Teenage facilities** – A very useful meeting had taken place between members of the Parish Council, the police, the youth service and the school council. Two members of the school council will be elected to the working party. The youngsters still feel they require teen shelters, a youth session for the younger children and a more varied programme at the youth centre.

**Item 14 - Fishponds** – The Clerk reported that the grant application had been successful and the Council recorded its thanks to Mrs Hughes for obtaining these funds.

**Item 16 - Allotment Hedges** – Work had commenced. However, there are no funds available from Defra. Other avenues are being explored.

**Item 20 - Churchyard Wall** – Repairs to the wall had commenced.

6th April 2004

**Item 27 – VDS Statement** – A letter of thanks had been received from Mr Jolyon Cox on behalf of the steering group. There was also a request that the completed document should be distributed with the Eynsham Echo. To be discussed at the next meeting.

Dr Wright confirmed that the footpath had been cleared and that Oxfordshire County Council had confirmed that the footpath was single file and that they had agreed to assist but had not.

**04/90 Urgent Business Raised with Prior Consent of the Chairman**

There was no urgent business to discuss.

**04/91 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Councils (Model Code of Conduct) Order 2001:

Mr Green, Dr Wright, Ms Minch – Village Hall Management Committee.

Mr D Rossiter – West Oxfordshire District Council

Mr Green and Mrs Seeney – Accounts

Mr Green – Planning application W04/0492

Mrs V Hughes – Election of Parish Councillor

**04/92 Accounts – Mr Green and Mrs Seeney left the meeting.**

Accounts in the sum of **£2,029.43** previously paid at the year end were noted. It was proposed by Dr Wright and seconded by Ms Minch that accounts in the sum of **£7,335.81**, as appended, be accepted. Motion passed unanimously. The cheques were passed to Dr Wright and Ms Minch for signature.

**Mr Green and Mrs Seeney rejoined the meeting.**

**04/93 Items Raised by Members of the Public – Standing Orders were suspended at 7.55 pm**

Mr Reg Treadwell reported that a pile of soil had been dumped on graves in the churchyard. He felt that something should be done about this. Mr Green explained the problems and confirmed that this would be dealt with as soon as possible. The question of headstones was one which is dealt with by the diocese. Mr Treadwell stated that he thought the new Echo newsletter was very good.

Mr Harry Brown read a letter he had received from the Prime Minister's in respect of CCTV in the village.

Mr Paul Hughes had details of grant funding for allotments, which he would forward to the clerk.

**Standing Orders were resumed at 8.12 pm.**

**04/94 Planning**

**04/94.1 Planning Decisions**

The undermentioned planning applications, granted conditional approval, were noted:

W04/0170	27 Jan 04	Demolish existing rear outbuilding. Erection of 2 storey extension to provide additional storage areas and family room for residential use.	Rainbow House 70 Mill Street
W04/0215	31Jan 04	Demolition of existing shed.	The Old Brew House
W04/0222	28 Jan 04	Internal and external alterations to allow general repair works and modernisation.	25 Mill Street
W04/0234	6 Feb 04	Erection of extension to provide entrance lobby, toilet and disabled toilet.	Sports Pavilion Oxford Road
W04/0240	2 Feb 04	Internal alterations to accommodate indoor swimming pool.	70 Acre End St

**04/94.2 Planning Applications**

W04/0444	2 Mar 04	Erection of internally illuminated freestanding fascia and wall mounted Signs and a non-illuminated directional sign (part retrospective).	Wasties, Old Witney Road
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**Sub Committee Decision – no objection. Approved by Council.**

6th April 2004



## **Mr Green left the meeting.**

W04/0492 4 Mar 04 Erection of 4 terraced houses. Alterations to existing access and parking. Land adj. The New House, Tanners Lane  
Proposed by Mr Hines and seconded by Mrs Jones that there be no objection to this application. Moved unanimously  
**Mr Green rejoined the meeting.**

W04/0526 26 Feb 04 Demolish existing front porch and erect new front porch. Erection of two storey rear extension and conversion of loft to living accommodation to include insertion of dormer window to rear elevation 23 Queen Street  
Proposed by Dr Wright and seconded by Mr Green that there be no objection to this application. 7 for with one abstention

## **04/95 Correspondence**

- 95.1 **David Cameron MP and the Office of Deputy PM** - Letters in respect of co-opted Members' Allowances noted.
- 95.2 **Bond Pearce** - Application for licence transfer in respect of Tesco Express, A40 noted.
- 95.3 **OPFA** - Roadshow programme 2004 for people responsible for playgrounds noted and details taken by several members.
- 95.4 **ORCC** - Spring 2004 newsletter noted.
- 95.5 **Oxfordshire Community Partnership** - Details of annual forum – Kassam Stadium Thursday 13th May taken by Mr Hines. Priorities to be discussed are affordable housing, safe and supportive communities and transport
- 95.6 **Government Office for the SE** - Proposed changes to the draft regional transport strategy taken by Dr Wright.
- 95.7 **Defra & DTI** - Partnership on rolling out broadband to rural communities taken by Mrs Hughes.
- 95.8 **WODC** - Consultation on Building Futures, the council's housing strategy 2004 – 2007 noted.
- 95.8 **B R Consulting Ltd** - Letter re. internal audit service provision noted and agreed that services should be retained whilst costs are held.
- 95.9 **Dr Kirstie McKenzie-McHarg** – Copy of letter to local residents of notification of closure of the Market Square on Monday 3rd May noted. The Clerk confirmed that the Market Square had been booked and details of closure given by the organisers.
- 95.10 **Susan Butler-Miles** – Accident on footpath at side of church. The Clerk reported that she had requested a site visit with Ms Butler-Miles and following that, a meeting would take place with the vicar and/or church wardens. The results to be reported at the next meeting.
- 95.11 **Isis Accord** - Details of grounds maintenance contracts to be held on file for future reference.
- 95.12 **David Lydiat** - Letter regarding Playing Field Managers Committee dealt with under agenda item 14.  
Dr Wright reported that the footpath had been cut back and that Oxfordshire County Council had confirmed that they had undertaken to assist with clearance of this narrow footpath but had not done so.

## **04/96 Application for Parish Council Vacancy – Mrs Hughes left the meeting**

The Clerk reported that there had been one application received, from Mr Paul Hughes. His letter of application was read out. Proposed by Mr Hines and seconded by Mr Green that Mr Hughes be co-opted onto the Parish Council. Moved unanimously. **Mrs Hughes rejoined the meeting.**

## **04/97 Village Hall**

Mr Green voiced his concerns over the apparent mis-use of the premises by one of the hirers and the use of the main doors as a football target by local youths. He had brought this matter up at the last Village Hall Management Committee but nothing has been resolved. It was confirmed by the Chairman of the committee that the hirers had been contacted and the matter would be dealt with. The signed lease was between the hirers, the Management Committee and countersigned by the Parish Council, as landlords. The Chairman of the Council confirmed that the role of the management committee is to deal with these matters, in the first instance. Mr Green to bring the matter back to the Parish Council if not satisfactorily resolved.

## **04/98 Premium Bus Routes**

Mr Hines was concerned that none of the Traffic Advisory or Traffic Sub-Committee members had been aware of the recent meeting with Oxfordshire County Council and Stagecoach. The Clerk explained the circumstances

of the meeting, which had been at the request of OCC and confirmed that the Chairman of the TAC had been present. It was agreed that all members of the sub-committees be informed of future meetings.

#### **04/99 Pavilion Refurbishment**

##### **99.1 Update from Architect**

The Architect would be working on building regulations after the Easter break and these should be completed by the next meeting.

##### **99.2 Roof Repair**

The clerk had tabled details of the four quotations obtained. After full discussion, it was proposed by Mr Hines and seconded by Ms Minch that the quote from James Dunn be accepted, subject to a reasonable price being obtained for the replacement of the fascia boards. Moved unanimously.

##### **99.2 Kitchen**

The budget figures for the kitchen works and redecoration had been provided by Mrs Seeney and the clerk. After full discussion, it was proposed by Dr Wright and seconded by Mr Hines that the works should commence and a figure of £5,000 to be allocated. Moved unanimously.

##### **99.3 Update on decoration**

The decoration of the inside of the hall had been completed. The outer main doors were being decorated and three quotes to be obtained for the outside walls and changing room doors.

It was noted that the costs for completion of all works and replacement furniture were still within budget.

#### **04/100 Playing Field Managers Report**

The Clerk read out the letter from Mr Lydiat in respect of the committee. Mr Hines agreed that there were some problems but felt that this is something that the committee will deal with internally. No Parish Council input is required at this time. He requested that all Parish Councillors actively promote the requirement for three members of the public to sit on the committee, in particular in the posts of Chairman, Secretary and Treasurer. Rates and rents have been agreed and work on the drainage to start Tuesday 13th April. All the pitches will be re-seeded.

#### **04/101 Allotments Association Report**

The Clerk reported that the solicitor could find no lease agreement between Oxfordshire County Council and the Allotment Association in the purchase of the land.

Mrs Gerrans reported that the meeting had discussed the following:

- o investigation of public liability insurance
- o remodeling of the constitution and rule book
- o moto-cross track in the adjacent field. Details of events to be reported to the Enforcement Officer of West Oxfordshire District Council.

#### **04/102 Report on West Oxfordshire District Council Waste Seminar**

Mrs Hughes reported on the meeting. The speakers had been Dr Adam Reid of Environmental Resources Management and Dr Georgina Davis of WODC. Current legislation had been explained and the fact that if European Union target were not met fines would be levied. It had been discussed how to achieve the targets, which were in five ways: reduce (minimalisation), re-use, recycle (or compost), recover (general energy) and dispose to landfill.

Evaluation of the WODC service was discussed and ways to improve it covered.

#### **04/103 Dates of next meetings**

The next Parish Council meetings will be on 20th April 2004 at 7.30 pm and the 5th May 2004. The Annual Parish Meeting is set for **Monday 26th April 2004 at 7.30 pm**. The venue is the village hall.

**The meeting closed at 9.51 pm**

Date of Signing:

6th April 2004

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 20TH APRIL 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** Mr G Beach (Chairman)  
Mrs L Gerrans, Mrs V Hughes, Mrs D Seeney  
Messrs. T Green, N Hines, I Odgers, J Mittell, D Rossiter Dr F W Wright

**In Attendance:** J Heath (Clerk)

**04/104 Apologies for Absence** – Apologies were received from Ms G Barwell, Mrs M Jones, Ms J Minch

**04/105 Minutes of the Meeting of 6th April 2004**

The minutes of 6th April 2004 were amended at minute 89 to insert at the end of the minute " Dr Wright confirmed that the footpath had been cleared and that Oxfordshire County Council had confirmed that the footpath was single file and that they had agreed to assist but had not." Minute number 04/97 was queried but it was agreed that this was a true record of the discussion.

The minutes were then adopted and signed by the Chairman as a true record.

**04/106 Declaration of Acceptance of Office**

Mr Paul Hughes signed his Declaration of Office document, which was witnessed by the clerk.

**04/107 Clerk's Report**

**Item 2 – Barnard Gate/Cuckoo Lane** – A letter had been received from Mr Paul Wilson of Oxfordshire County Council, stating that there was no money in the budget for repairs to this road and that patching was the best offered. He also stated that an Archer survey would not be appropriate. Letter to be passed to the Traffic Advisory Committee members.

**Item 16 - Allotment Hedges** – Work completed. An application for funding from the Esmee Fairbairn Foundation was passed to Mrs Gerrans for completion by the Allotments Association.

**Item 20 - Churchyard Wall** – Repairs to the wall were almost complete. To be discussed further under agenda item 13.

**Item 18 – Churchyard fence** – The clerk to request quotes for fencing.

**Item 21 – Mill Street Traffic Claming** – no response from Mr Wilson of Oxfordshire County Council, reminder sent by clerk.

**Item 22 – Sports Pavilion Refurbishment** – the Clerk reported on the views of the Flat Roofing Alliance and that the preferred contractor had done tests on the roof and confirmed that there would be no additional costs involved. Confirmation of contract to be sent out. Quotes were still awaited from kitchen and painting contractors.

**04/108 Urgent Business Raised with Prior Consent of the Chairman**

There was no urgent business to discuss.

**04/109 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Councils (Model Code of Conduct) Order 2001:

Mr Green, Dr Wright – Village Hall Management Committee.

Mr D Rossiter – West Oxfordshire District Council

Mrs Hughes declared a personal interest in agenda item 11 – Village Design Statement

Mr Rossiter declared a personal and prejudicial interest in agenda item 14 – Bartholomew School Playing Fields

**04/110 Finances**

**110.1 Accounts** - Mr Hines queried the cheque in the sum of £ 2074.41 for insurance. The Clerk explained the cover received for this sum and the two other insurances held by the council in respect of the sports pavilion and the play area equipment. Proposed by Dr Wright and seconded by Mrs Hughes that accounts in the sum of **£7,092.52**, as appended, be accepted. Motion passed unanimously. The cheques were passed to Dr Wright and Mrs Hughes for signature.

**110.2 Audit report** – The report was noted. Agreed that the recommendations in respect of 1(v) and 3 (c) be implemented. Other items noted but no action to be taken.

**04/111 Items Raised by Members of the Public – Standing Orders were suspended at 7.50 pm**

20th April 2004

- 111.1**Mr Odgers reported a complaint from Mrs Sally Viney in respect of overhanging branches in Station Road. The clerk to contact Oxfordshire County Council Highways department.
- 111.2**Mrs Hughes reported a complaint from the Eynsham Society in respect of the damaged wall in Station Road. The Clerk to provide Eynsham Society with the address of the agents involved and will also contact West Oxfordshire District Council in respect of the conservation area.
- 111.3**Mr Green asked about Mrs Shirley Morgan's request for a pedestrian crossing in Acre End Street. It was confirmed that this had been discussed at the Traffic Advisory Committee and that Mr Paul Wilson was to look into this. The Clerk to chase.
- 111.4**Mr Reg Treadwell had asked when the seat in front of the post office would be replaced. The clerk reported that this would be done when the churchyard wall is finished.
- Standing Orders were resumed at 7.56 pm.**

### 04/112 Planning

#### Planning Applications

- W04/0532 9 Mar 04 Insert dormer window to rear elevation 9 Orchard Close  
Proposed by Mr Green and seconded by Mrs Seeney that there be no objection to this application. Moved by eight votes for with two abstentions. Mr Mittell requested that his abstention be minuted.
- W04/0535 11 Mar 04 Single storey and 2 storey extension to rear residential use 20 Witney Road  
Proposed by Mr Green and seconded by Mrs Seeney that there be no objection to this application. Moved by nine votes for with one abstention.
- W04/0545 15 Mar 04 Erection of one detached dwelling (outline) Land at rear of 45 & 47 Spareacre Lane  
Proposed by Mr Green and seconded by Dr Wright that the Parish Council **objects** to this application on the grounds that it is over development of the site and that the vehicular access to the site is dangerous. Motion passed by 6 votes for, three against and one abstention.
- W04/0548 15 Mar 04 Extension of kitchen/scullery over paved garden area Long Cottage, 17 Acre End Street  
W04/0549 15 Mar 04 Relocation of paved area and rockery onto existing lawn  
Proposed by Dr Wright and seconded by Mrs Seeney that there be no objection to this application. Moved by seven votes for with three abstentions.
- W04/0622 23 Mar 04 Erection of single and first floor rear extension 54 Witney Road  
Proposed by Mrs Gerrans and seconded by Mr Green that there be no objection to this application. Moved by nine votes for with one abstention.
- W04/0633 23 Mar 04 Erection of single and 2 storey rear extensions. Construction of garage/workshop 52 Witney Road  
Proposed by Dr Wright and seconded by Mrs Seeney that there be no objection to this application. Moved by eight votes for with two abstentions.
- W04/0624 18 Mar 04 Continued use of buildings for stabling of horses and two maneges (retrospective) Hill Farm, Oxford Road, Witney  
Proposed by Mr Hines and seconded by Mrs Gerrans that there be no objection to this application. Moved by nine votes for with one abstention.
- W04/0672 28 Mar 04 Partial demolition of extensions and outbuildings. Alterations And erection of 2 storey side and rear extensions to form small separate dwelling 44 Old Witney Road  
Proposed by Dr Wright and seconded by Mrs Gerrans that there be no objection to this application. Moved by seven Votes for with three abstentions.

### 04/113 Correspondence

- 04/113.1 - SW Oxfordshire Primary Care Trust** - Agenda for meeting on April 22nd at Crowmarsh Gibbon noted.
- 04/113.2 – ORCC** - Village Halls Newsletter including Licensing Act and WODC review of Discretionary Rate Relief noted.

- 04/113.3 - Trevor Green** - Letter of resignation as Parish Council representative to Village Hall Management Committee noted. Agreed that a replacement to be made at the Annual Parish Council Meeting on 18th May.
- 04/113.4 – Mrs R Medley** - Letter regarding trees and paths in the churchyard discussed. A letter of response to go to the correspondent outlining the Council's policy for regular checks on the trees.
- 04/113.5 – West Oxfordshire Network** - Leader + programme funding seminar on Thursday 27th May to be attended by Mrs Hughes, providing it would benefit Eynsham.
- 04/113.6 – West Oxfordshire Network** - Video on projects to improve facilities for the community taken by Mrs Hughes.
- 04/113.7 – ORCC** - Village Hall Local Area meetings 2004 noted.

#### **04/114 Village Design Statement**

The Chairman pointed out that there had been a request from the Eynsham Society that the agreed additional paragraph be amended. It was his intention that this should be discussed at the next meeting to ensure that all members had time to compare the new paragraph with the agreed paragraph. All members present have been provided with a copy of both paragraphs, other members to be circulated with details.

The Steering Group of the VDS had requested that the document be distributed with the next issue of the Echo. Following a full discussion it was agreed that the Parish Council should not become involved with the delivery of the document. The Steering Group to be informed of the names and telephone numbers of the Echo deliverers for direct contact. Some members of the council are prepared to volunteer to help with the delivery.

#### **04/115 Local Plan Enquiry**

Mr Rossiter reported on the preliminary meeting on 30th March in respect of the Local Plan enquiry and the draft programme. The enquiry will commence on 6th July and expected to conclude on 12th November. The inspector has made it clear that this will not be a formal enquiry, as in the past, but one where informal discussions between parties will be encouraged.

Eynsham Parish Council has been allocated time on 6th and 7th July for discussion of the housing plan; 14th and 15th July on affordable housing and 1st – 3rd and 14th September on Eynsham village. Mr Rossiter will be giving representation at those discussions for the Parish Council.

Developers have been allocated time for representations as follows:

1. Ravendrive – in respect of non-allocation for housing on the eastern side of Eynsham
2. Hoskins – in respect of non-allocation for housing in Station Road, Eynsham.
3. Kemp & Kemp – in respect of non-allocation for housing on the eastern side of Eynsham.

Mr Rossiter felt that the format of the enquiry is such that should the Council be able to show consultation with the residents, this would assist in its representations. These are required to be with the inspector by 1st June. He proposed that a questionnaire should be hand delivered to a cross section of the residents, using the electoral roll.

Following a heated and full discussion in respect of percentages and circulation of the questionnaire it was agreed that Mr Rossiter should in the first place draft the questionnaire and send to Cllrs. Gerrans, Hines, P Hughes and Seeney.

The decision on percentages and method of achieving a cross section to be decided at the next meeting. Ms. Barwell to be involved in this process by reason of her expertise in this area.

#### **04/116 Churchyard**

**116.1** The Clerk reported that a further letter had been received from Ms Butler-Miles in respect of the accident in the churchyard. The agreement between the Church and the Parish Council states that the PC to “provide the labour” for maintenance work. Ms Butler-Miles has been informed of this and a site visit between her and the Clerk is still required.

**116.2** The Clerk to request a quote for the erection of a small piece of fencing between St Leonard's and St Peters until the hedging is mature.

**116.3** Mr Green pointed out that there was a crack in the wall between the churchyard and Church Cottage. The Clerk to write to the vicar to ask who has ownership of this wall.

**116.4** The problem of excess soil and stones being left by the grave digger was discussed. The Clerk to write to the vicar to ask if he could approach the funeral directors and ask them ensure that stones and excess soil is not deposited where it can do damage to the churchyard grass cutting machinery.

**04/117 Oxfordshire County Council Executive Committee papers in respect of Bartholomew School Playing Fields.**

**Mr Rossiter left the meeting at this point.**

The Clerk tabled the papers and pointed out the recommendations of the officers in respect of the sale of the detached playing fields. It had been confirmed by the Committee Clerk of OCC that the recommendations have been approved by the Executive Committee, as follows:

1. To support the proposal to pursue an allocation for housing development on the land west of Eynsham through the local plan process, subject to consultation with the Bartholomew School governors, the DfES and Sport England and to the proposals demonstrating that satisfactory or improved sporting facilities can be provided.
2. Not to support the proposals to relocate the secondary and primary schools.

The implications of this decision on the infrastructure and amenities of the village were fully discussed. It was felt that until a decision has been made by the inspector at the local plan enquiry there is nothing the Parish Council can do at this point. The matter to be kept under review.

**04/103 Dates of next meetings**

The next Parish Council meetings will be on the 5th May 2004 at 7.30 pm and the 18th May 2004, this being the Annual Meeting of the Parish Council

**The meeting closed at 9.51 pm**

Date of Signing:

**AT THE ANNUAL PARISH MEETING FOR EYNHAM HELD ON MONDAY 26<sup>TH</sup> APRIL 2004**

**AT 7.30 PM IN THE VILLAGE HALL, EYNHAM**

**Present:** Mr G Beach (Chairman)  
Sixty-nine (69) local government electors, one police representative, one fire service representative, Cllr. D Rossiter (WODC/EPC), Cllr. Mrs M Stevens (WODC), nine (9) EPC Councillors and Mrs J Heath (Clerk).

**Chairman's Welcome**

The Chairman welcomed all those present to the Annual Parish Meeting and thanked them for their attendance.

**1 Apologies: for Absence**

Mr B Berry (Bartholomew School), Inspector Darren Carver (TVP), Cllr Mr I Odgers (EPC), Cllr Ms J Minch, Cllr. Mrs D Seeney (EPC), Cllr. H Wyatt (WODC/OCC), Mr D Chapman, Mrs O McKenzie.

**2 Minutes of the Previous Meeting**

The Minutes of the meeting of 8th April 2003 were agreed.

**3. Matters Arising from the previous Minutes**

There were no matters arising not already on the agenda.

**4. Notice of Any Other Business**

- |                         |                      |
|-------------------------|----------------------|
| I. Pam Richards -       | Litter               |
| II. Harry Brown -       | CCTV                 |
| III. Professor Elmore - | Vandalism            |
| IV. Cllr. D Rossiter -  | Dogs in Station Road |

**5. Police Report**

Area Beat Officer Alan Robinson reported on the crime rates as follows:

**5.1** Crime was down this year, there being 309 recorded incidents. Figures as follows:

Theft (including car theft)	117
Burglaries (7 residential)	18
Criminal damage	64
Robberies	1
Common assaults	4
Non payment (petrol thefts)	53
Public order offences	9
Actual bodily harm	16
Indecent exposure	3
Sex with an underage girl	1
Harassment	3
Drug abuse	6
Dangerous Driving	1
Domestic incidents	6
Arson	4
Threatening behaviour	3

There was concern in the village over anti-social behaviour. Police presence had improved by the opening of the new police office in the village hall.

**Queries from the Floor:**

**5.2** What action was being taken over the motorcycle noise in Chilbridge Road? Underage children were speeding at 40-50 mph and were uninsured and illegal.

There was the power to confiscate these vehicles but this had not been done as the police need to be present at the time of the offence. Witness reports from residents not acceptable

It was pointed out that it was impossible to get hold of the police. No reply to the mobile number, the 0845 number was not responded to after 30 rings, response from the 999 call was dismissive.

ABO Robinson stated that if he was not on duty then he was not available to respond to the call.

**5.3** Do reports get through to the ABO? Response was that some do but others do not. It was felt by some residents that this was not good enough. There was insufficient police in the village. ABO Robinson felt that

Eynsham's crime rate was low and consisted of in the main minor offences. The village annual figures would be weekly ones in some areas of the Thames Valley. Priority needed to be given to serious offences.

- 5.4 Vandalism in Wasties Lane is a problem. Why was this getting no attention? Problems on Friday and Saturday nights after the public houses closed. This was noted by ABO Robinson.
- 5.5 Why do the police cars which use the village not stop to check for offences such as illegal parking? One Officer was not sufficient. No response
- 5.6 The new community support officers were not seen in Eynsham, why? ABO Robinson stated that there were 15 for the whole of the Thames Valley and 4 of these were allocated to West Oxfordshire. The village had been visited by one of the officers.
- 5.7 Traffic Wardens appear to prioritise Carterton, Bampton and Witney, why not Eynsham? ABO Robinson said this was not the case, Eynsham was regularly visited.
- 5.8 The Friends of the Library wished to minute that the police had been extremely helpful at a recent event held by them
- 5.9 One resident stated that he felt that things had not deteriorated as badly over the past 42 years as it was believed.

The Chairman said that the Parish Council had arranged for Inspector Carver to attend a Parish Council meeting in June. Details would be in the next Echo newsletter. He thanked ABO Robinson for his attendance and report.

## **6. Fire Service Report**

Fire Officer Mr Kenny Bowerman presented figures of incidents attended by the local fire officers. There had been 218 which was down from 233 last year. Road Traffic Accidents were significantly down.

Kenny reported that the station had been awarded Retained Fire Station of the Year. The station had the least number of hours off call, there being only 5 hours in the year when it was insufficiently manned.

The station was virtually up to strength. There were 13 officers with a further 2 being presently recruited.

The officers had done a very useful community exercise last summer, giving advice to residents in respect of smoke alarms. It was intended to extend this during the coming summer months. He requested that people contact him if they know of anyone who needs a smoke alarm, which are free of charge. He confirmed that replacement batteries were not provided.

Kenny confirmed that outdoor fires caused by neglect cannot be charged for and neither can calls from the RSPCA to rescue cats.

He agreed to do a test run down Swan Street when the social club next has a function, to ascertain whether the fire vehicle can get through.

The meeting wished to congratulate Kenny and his officers on obtaining the Retained Fire Station of the Year award. The Chairman thanked Kenny for his attendance and for dealing with queries from the floor.

## **7 Chairman's Report**

The Chairman referred the meeting to his written report. There were no questions on the report.

## **8 Financial Statement**

The Chairman referred the meeting to the details of the balance sheet and income and expenditure account. He suggested that any queries should be addressed to the clerk, in writing, after the meeting.

## **9 County Councillor's Report and District Councillor's Report**

In the absence of Cllr. Harry Wyatt, Cllr David Rossiter agreed to pass on any questions in respect of County Council issues.

He then briefly went through the headings in the District Council report as follows:

- 9.1 Budget - Residents will be aware that the council tax was increased by £3 per elector and also that WODC had requested more than this to solve the financial problems. This will need to be addressed again in the future.

In answer to a query Cllr Rossiter confirmed that there was a £17m revenue budget and spending this year had been exceeded by £1m, mainly due to recycling costs. Much of the spending was driven by central government. WODC has the 2nd lowest District tax in England. However, if future rises were limited to percentage rises then this would prove to be a huge problem.

- 9.2 Housing – The Council's policy was to increase the amount of affordable housing throughout the district. This to provide housing for first time buyers, low income families and key workers. (nurses, teachers, police, fire officer etc). There is a possibility that 40 – 50 houses will be built on the SW edge of the village (Chilbridge Road).



It was pointed out that the proposed Station Road (Litchfield) site is where the PC and the church were intending to put the new cemetery.

It was confirmed that the proposed Chilbridge Road site was what is termed a rural exception site, specifically intended for people with local connections. They should have a family or work connections with the village or an adjoining parish. After that, some may be retained for County Council key workers and then for those on the District Council housing list. Cllr. Rossiter would provide a copy of the points system to Mr Green.

**9.3 Planning** The Local Plan Inquiry was due to take place from 6th July to November. This new plan would steer development for the next 7 years. Cllr. Rossiter will be appearing on behalf of the Parish council. The PC will be undertaking a survey of the village (taking a cross section of residents) in the next two weeks to ascertain the views of the residents.

In response to a query Cllr. Barwell explained that this would be a scientific sample – a random interval using every nth person. Everyone should have a chance to have their say. It will establish a housing need as well as views on particular proposed developments.

**9.4 Leisure** - Bartholomew School has been awarded grant funding to improve the school sports hall. This had been supported by the District and County Councils.

**9.5 Environment** - The public conveniences in Back Lane were to be replaced with a modular toilet and , with the support of the Parish Council a similar facility was to be placed in the toilets on the north playing field.

Recycling: Anyone requiring lids for black boxes should phone the number given in the District Council report. Any other queries on what should be picked up should go to Cllr. Mrs Stevens or phone the above number. Items include household batteries and textiles.

Community Support Officer. Cllr. Rossiter explained that there was funding from central government for these officers and that it was a disappointment to some of the Councillors that this had not been taken up by WODC. This was going to be discussed at the next meeting. Use of these officers for vandalism, anti-social behaviour and noise etc. would take the pressure off the police, leaving them to deal with the more serious crimes. If we can achieve community policing every opportunity should be taken up.

The Chairman thanked Cllr. Rossiter for his report and for answering the questions from the floor.

## **10 Primary School Report**

There were no questions on the report.

## **11 Bartholomew School Report**

Any questions on the report should be forwarded to the Clerk.

## **12 Charities' Report**

There were no questions on the reports.

## **13 Playing Fields Management Committee Report**

The cost of the removal of the tree was queried and it was confirmed that this was the going rate. It had been an extremely large tree. The report was accepted.

Mr Hines explained the remit of the committee and the number of meeting per annum. The Parish Council representatives were himself and Mr Ian Odgers. A Chairman, Treasurer and Secretary would be elected at the first meeting. Mr Boulwood would be remaining as Treasurer for a temporary period.

New Committee Nominations for the three public representatives were received in respect of Mr Peter Jones, Mr Jonathan Gerrans and Mr Paul Hughes. These were duly elected.

The Chairman thanked Mr Hines for his report.

## **14 Village Hall**

The Chairman of the Village Hall Management Committee, Dr Wright, confirmed that the hall had been very successful. He thanked Mr Trevor Green for all his assistance in the running of the hall. He would be missed when he leaves at the end of the month.

He confirmed that the telephone bill would be lower in future as the ISDN line had now been given up.

The Chairman thanked Dr Wright for his report.

## **15 Sports Pavilion**

The Chairman gave an update on the works already completed or commenced and the timetable for future works. The pavilion is already well used and it is hoped that this will increase once the refurbishment was complete. It

was confirmed that there would be no disruption to the carnival. It was suggested that a small scaffold tower should be purchased by the Parish Council for the use of its maintenance staff as a safety requirement.

## 16 Traffic Calming

**16.1** Mill Street The scheme was well in hand. There had been a meeting with local residents at which questions had been put to Officers of the Highways Department of OCC. Three, low level, tables would be put in along the street. Works should be completed within 10 weeks.

**16.2** Witney Road OCC is devising a scheme for this area and when drawings are available the local residents will be consulted.

**16.3** Oxford Road- It is proposed that there be a build out in the vicinity of the playing fields to slow traffic in this area. OCC will be coming up with a scheme.

**16.4** Pelican Crossing – This is in hand and should be installed in the coming year.

- The question of increased pollution due to the requirement to change gears when approaching humps was discussed. It was confirmed that no humps were being considered for either the Witney or Oxford Roads.
- It was suggested that the speed through the village should be reduced to 20 mph. The Chairman explained that this was not recommended by the police as speeding motorists will ignore any speed limit.
- Speed cameras were discussed and the Chairman confirmed that these were not now being installed unless there had been an accident. This in the main due to lobbying from motorists.
- It was confirmed that OCC are considering visual speed displays.
- Noted that the village is still being used for parking by regular commuters.
- The speed of the No 18 bus through Queen Street and Newland Street was discussed. The Chairman said that historically dialogue with Stagecoach had been difficult. This is now better due to the fact that the Company wants to make the 100 route a premium bus route and would be updating the buses and bus shelters.
- Heavy lorries trying to access Mill Street from High Street was still a problem.

## 17 Gravel Extraction

Mr Jolyon Cox of the Eynsham Society spoke on this subject. They were looking for the continuing support of the Parish Council in resisting gravel extraction. The historical background was provided by Dr Wright. It was suggested that individual letters of objection should be sent to the planners and Mr Cox will provide details of names and addresses for these.

After full discussion on the proposed plans and the effect these would have on the village in respect of noise, dust and increased heavy traffic, the following resolution was put by Mr J Cox and seconded by Dr Wright:

“This meeting deplores the plans to extract gravel in the area immediately to the east and south-east of Eynsham, and calls upon the Parish Council to oppose vigorously any such spoliation of the village setting”.

There being just one abstention to the resolution, this was duly moved.

## 18 Western Development

Mr Ronald Arnold of the Eynsham Society spoke on this proposal.

The current West Oxfordshire Local Plan came into force in 1997 and it concluded that Eynsham “has already fulfilled its role as a major contributor to new housing in West Oxfordshire”. It also noted that “further significant housing development would be extremely difficult to accommodate without diluting the character of this settlement and its setting in the countryside”.

It also states that Eynsham should have 4% of new housing. From a total of 900 over 5 years this relates to 30-40 new homes. The new plan does not repeat this statement but does recommend no new development. However, it is now proposed to build 50 – 60 at Chilbridge and 600 on the Bartholomew Playing Fields site.

Cllr. Rossiter responded:

1. In 2003, the District Council received the results of a Housing Needs Survey which showed an enormous shortage of housing which first-time buyers or those on low incomes could afford: for Eynsham’s shortfall to be met in full would require several hundred *affordable\** houses to be built in the village over the next ten years. This was followed soon afterwards by the results of the 2001 Census which showed that Eynsham’s population had fallen for the first time in over a century (from 4,769 in 1991 to 4,665 in 2001). Particularly noticeable was the decline in the younger age groups (from 803 people aged 20-29 in 1991 to 453 in 2001).
2. The Chilbridge proposal is on land that is referred to as a rural exception site. These negotiations are not yet complete but seem likely to result in a planning application for around 40-50 *affordable* houses for people with a local connection (either in terms of family links or employment) with a legal agreement to ensure that the housing is forever reserved for local people. The District Council has already been

awarded £13m from central government for provision of *affordable* housing and this forces a wider view on these issues.

3. There is increasing pressure to build in Eynsham as it is close to Oxford and its population is falling.
4. Any decision by OCC to sell the Bartholomew School playing fields requires consultation with Sport England, the Governors of the school and DfES. Such a sale does not mean that this will get planning permission and there is no realistic prospect that the numbers being requested would be given permission.
5. To appear at the Local Plan Inquiry you needed to have put in an objection at the time of consultation. The District council is the final arbiter of the local plan until at least 2005.

Other matters raised included the possibility of increased flooding in the Chilbridge area, increased traffic, policing, services and infrastructure.

People were urged to individually write to Oxfordshire County Council in respect of the sale of the playing fields. The following resolution was put by Mr Arnold and seconded by Mrs Fletcher that "This meeting rejects the joint proposal by Oxfordshire County Council and West Oxfordshire Housing Association to build houses on the western edge of Eynsham in violation of the current and draft Local Plan policies, and calls upon the Parish Council to object strongly to the granting of planning permission for this scheme or any similar scheme which could open the way to wholesale development of this area". There were seven abstentions to the resolution, which was duly moved.

## **19 Any Other Business**

- 19.1 Litter – Mrs Pam Richards asked if there could be some way that local businesses could be persuaded to provide bins for their workers who smoke. Could the school be approached to put wire netting along the bottom of the fence to prevent the litter blowing into the road? It was pointed out that there were 1000 pupils and litter is to be expected. The school should be proud of its academic achievement.
- 19.2 CCTV – Mr Harry Brown read out the letter he had sent to the Prime Minister's Office and the response he had received.
- 19.3 Vandalism - Professor Elmore confirmed that this had been covered in the police report.
- 19.4 Dogs in Station Road – Cllr. Rossiter requested that anyone who had had problems in respect of the dogs kept at the Old School House contact him. He confirmed that the Dangerous Dogs Act could only be implemented if the dogs leave the property (i.e. are on the highway) and the public were willing to make a formal complaint and would appear in court. Others present confirmed that problems had been encountered and would give details to Cllr. Rossiter.

- 20 The Chairman thanked everyone for taking the time to attend the Parish meeting and invited them to approach informally any of the Parish Councillors on any of the matters discussed.

The meeting closed at 10.10 pm.

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 4TH MAY 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** Mr G Beach (Chairman)  
Ms G Barwell, Mrs L Gerrans, Mrs V Hughes, Mrs M Lewington, Mrs D Seeney  
Messrs. T Green, P Hughes, I Odgers, J Mittell, D Rossiter

**In Attendance:** J Heath (Clerk)

**04/119 Apologies for Absence** – Apologies were received from Mrs M Jones, Ms J Minch, Mr N Hines, Dr F Wright and late apologies from Mr Mittell

**04/120 Minutes of the Meeting of 20th April 2004 and Annual Parish Meeting of 26th April 2004**

The minutes of the 20th April 2004 were amended at minute 118 to read 4th May and not 5th May. The minutes were then adopted and signed by the Chairman as a true record.

The Annual Parish Meeting minutes of 26th April 2004 were amended at minute 9.2, paragraph 2, to insert the word “or” between work and to make “connection” plural; at minute 17, final sentence, to amend “objection” to “abstention”; at minute 18 no 4 – “The” at the beginning of the minute to be amended to “Any” and “the sale” at the start of the second sentence to be amended to “Such”; at minute 18 no 5 to remove “ and any planning applications will not be likely until” to be replaced with “of the local plan until at least”. The minutes were then adopted and signed by the Chairman as a true record.

**04/121 Clerk’s Report**

**Item 2 – Gravel extraction**– The clerk confirmed that Hanson's have booked the Bartholomew Rooms for an exhibition on 22nd July 2004 and that a representative from the company will attend the Parish Council meeting of 6th July to explain the plans for gravel extraction.

**Item 3– Churchyard accident** – The clerk had met with the injured person and discussed ways of making the pathway less likely to cause an accident. Several options had been discussed. The council's maintenance contractor had looked at the problem and felt the best option is to cut off the tops of the protruding stones. A meeting to be arranged between the Vicar and Parish Council representatives.

**Item 9 - Teenage facilities** – A letter had been received from West Oxfordshire District Council to confirm that the grant application for funding from the Building Safer Communities Fund had been unsuccessful.

**Item 14 – Compound Clearance** – The clerk confirmed that the compound will be cleared when a skip is obtained to remove the old kitchen units from the pavilion. The users of the compound will be invited to help with the clearance.

**Item 18 - Churchyard fence** – A quote is awaited for the provision of a small fence to infill the gap between St Leonard's and St Peter's churchyards.

**Item 21 - Mill Street Traffic Calming** – A letter has been received from Oxfordshire County Council highways department to confirm the cost of this is £9,900, for which the Parish Council had agreed to provide 50%. It is confirmed that Oxfordshire County Council will pay £5000, leaving £4900 payable by the Parish Council.

**Item 23 - Pavilion refurbishment** – It has been confirmed by West Oxfordshire District Council that a building regulation application has been lodged.

**Mr Mittell joined the meeting.**

**04/122 Urgent Business Raised with Prior Consent of the Chairman**

There was no urgent business to discuss.

**04/123 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Councils (Model Code of Conduct) Order 2001:

Mr T Green – Village Hall Management Committee

Mr D Rossiter – West Oxfordshire District Council

**04/124 Finances**

The Clerk confirmed that the amount referred to as “election expenses” in respect of West Oxfordshire District Council referred to the 1st May 2003 election. Proposed by Mr Green and seconded by Mrs Gerrans that accounts in the sum of £1,191.92 as appended, be accepted. Motion passed unanimously.

**04/125 Items Raised by Members of the Public – Standing Orders were suspended at 7.56 pm**

4th May 2004

Mr Mittell reported that he had received a complaint from a resident of the Market Square in respect of noise from the Red Lion public house. This had occurred following the decision to increase the amount of events permitted by the public entertainments licence. This was noted and it was suggested that the landlord of the Red Lion be approached for details of functions to ensure that the noise was following these events and not due to other causes. **Standing Orders were resumed at 8.02 pm.**

## 04/126 Planning

### 126.1 Planning Decisions

The following application, refused permission was noted:

W04/0444 2 Mar 04 Erection of illuminated freestanding fascia and wall mounted signs and a non illuminated directional sign (part retrospective) Wasties, Old Witney Road

**Grounds:** The proposed pylon sign by reasons of its size, positioning and lighting will adversely affect the visual amenity of the streetscene and clutter and appearance of the area. Contrary to Policy BE7 of the adopted Local Plan and Policy B15 of the emerging Local Plan.

The undermentioned planning applications given conditional permission were noted:

W04/0492 10 Mar 04 Erection of terraced houses. Alterations to existing access and parking. Land adj. The New House, Tanners Lane

W04/0532 9 Mar 04 Insert dormer window to rear elevation 9 Orchard Close

W04/0248 5 Feb 04 Erection of 2 storey side and single storey front extension to form separate dwelling. Erection of single garage and 3 additional car parking spaces. 2 Spareacre Lane

PC decision – Overdevelopment of the site with difficult access for increased traffic movements on a corner location.  
WODC decision - Proposed unit is acceptable in terms of its impact to the existing dwelling and neighbouring properties' amenities. It will not affect the visual amenity of the streetscene. OCC Highway's Officer has no objection to the parking on site or the new access with regard to increased traffic movements and highway safety.

### 126.2 Planning Applications

W04/0760 1st Apr 04 Erection of first floor rear extension to provide additional bedroom 22 Acre End Street

#### **Mr Green left the meeting at 8.10pm**

Proposed by Mrs Gerrans and seconded by Mr Mittell that the Parish Council **object** to the application on the grounds that the first floor extension will reduce light to adjoining properties. Motion passed by six votes for, two against with one abstention.

W04/0753 14 Apr 04 Erection of rear conservatory 7 Cassington Road

#### **Mr Green rejoined the meeting at 8.15 pm**

Proposed by Mrs Seeney and seconded by Mrs Lewington that the Parish Council has **no objection** to the application. Motion passed by nine votes for with one abstention.

W04/0780 14 Apr 04 Remove existing garage. Alterations and extensions to include addition of first floor level and new conservatory 56 Beech Road

Proposed by Mr Green and seconded by Mrs Seeney that the Parish Council object to this application on the grounds that the development is out of character with the area. There were three votes for the motion, three against with four abstentions. The Chairman cast his vote against the motion. Motion lost.

W04 /0806 19 Apr 04 Erection of detached indoor swimming pool with games room The Homestead, 12 Acre Farm

Proposed by Mr Green and seconded by Mr Mittell that the Parish Council has **no objection** to the application. Motion passed by nine votes for with one abstention.

## 04/126 Correspondence

**04/126.1 – SW Oxfordshire Primary Care Trust-** Date of next meeting – Tuesday 25th May 2004, Wantage 10.00-12.00 noted.

4th May 2004

- 04/126.2 – Mrs P Ayres** - Request for notice to request people to dispose of dog faeces noted. Letter to be passed to Oxfordshire County Council for action.
- 04/126.3 – WODC** - Marriotts Close – draft development brief and consultation. Deadline end of May noted.
- 04/126.4 – OCC** - Temporary closure of Acre End Street for building repairs 17th – 18th May 2004
- 04/126.5 – John Gaunt & Partners** - Application to change alcohol licence in respect of The Evenlode – Adam Cogley and Delphine Laurence Resigne noted.
- 04/126.6 – Government Office for the South East** - Proposed alterations to Regional Planning Guidance for the South East (RPG9), Chapter 12 – Ashford Growth Area noted.
- 04/126.7 – Dr & Mrs Jordan** - Letter of support for resolutions passed at APM noted.
- 04/126.8 – Mrs Olive MacKenzie** - Protest against gravel extraction and West Oxfordshire Housing Association's proposed development on western edge of village noted.
- 04/126.9 - John Randall** - Letter of support for resolutions passed at APM noted.
- 04/126.10 – J M Snowden - Opposition** to gravel extraction and plan to build houses on the Western edge of the Village Hall Management Committee noted.
- 04/126.11 – Letters of thanks for grant aid received from:**  
**Samaritans; Citizens Advice Bureau; Eynsham Neighbourhood Care Scheme; Winged Fellowship; Wychwood Project; Volunteer Link-Up** - All noted.
- 04/126.12 – Clerk & Councils Direct** - Additional copies for councillors – 6 editions for £7.50. Noted.
- 04/126.13 – OCC** - Acre Hill Service Station – A40 – W2000/1866 – Confirmation that right turn restriction will be implemented towards the end of the summer. Noted.
- 04/126.14 – ORCC** - Community Consultation at village events. It was agreed that the council would not be in a position to go to consultation on the fishponds until the winter. However, advice from Miss Jane Barker of ORCC would be welcomed at a meeting in the autumn. There were no other consultations required at present.
- 04/126.15 – SLCC** - Regional One Day Conference on Funding and Managing Community Projects – Friday 11th June 10.00 to 15.15 noted.

#### **04/127 Village Design Statement**

It was confirmed by Mrs Hughes that the Eynsham Society working group had agreed to revert back to the original, and approved, additional paragraph to the Village Design Statement.

#### **04/128 Local Plan enquiry and consultation**

A full discussion on the wording, format, method and delivery of the covering letter and consultation document and follow up of those not returned took place. The issues were (a) we must get a response (b) there must be a decent size of representation and (c) the cost. The following was agreed:

1. Motion proposed by Mr Green and seconded by Mr Mittell that a 15% random selection of persons on the electoral roll should be used. An amendment was proposed by Ms Barwell and seconded by Mr Rossiter that a 10% random selection of persons on the electoral roll should be used. The original motion was lost by two votes for and eight votes against. The amendment was passed by eight votes for with two against. This would result in 370 letters being despatched at a cost of under £1 per letter.
2. Motion proposed that the accompanying letter, as amended, be used. Motion passed by eight votes for with two abstentions.
3. Timetable – Documents to be posted first class on 8th May with a return date of 22nd May.
4. A first class stamped addressed envelope to be inserted with the documents. Return to the clerk. (Total cost for each letter will be under £1.
5. Random selection from the electoral roll should commence with no. 7. Return document should have the electoral roll number on the top to ensure no duplications.
6. Mr Rossiter to produce the letters – no colour copying to reduce cost. Volunteers to fill envelopes to contact Mr Rossiter.
7. Article, reproducing the questionnaire, to be placed in the Echo newsletter, which is to be produced and delivered before the end of May.

#### **04/129 Matters Arising from the Annual Parish Meeting**

1. Police - Confirmed that Inspector Darren Carver will be attending the meeting of 15th June 2004. This to be publicised in the Echo newsletter.

4th May 2004

2. Gravel extraction –Agreed that no action should be taken until after Hanson’s had made their presentation to the council.  
**Proposed by Mrs Gerrans and seconded by Mr Green that Standing Orders should be suspended to permit the business to be concluded. Motion passed by nine votes for with one abstention.**
3. Western Development – No further action to be taken on this as Mr Rossiter will be representing the council at the local plan inquiry.
4. Litter – The clerk to produce an article for the Echo newsletter in respect of cigarette butts outside local businesses.
5. Dogs in Station Road – Mr Rossiter reported that he had requested a joint letter from West Oxfordshire District Council and Thames Valley Police.

The Chairman thanked everyone who had attended the meeting for their support.

#### **04/130 Dates of Next Meetings**

The next Parish Council meetings will be on the 18th May 2004, this being the Annual Meeting of the Parish Council and 1st June 2004.

**The meeting closed at 10.12 pm**

G D B each

Date of Signing: **18th**

**May 04**

**AT THE ANNUAL PARISH COUNCIL MEETING OF EYNSHAM PARISH COUNCIL  
HELD ON TUESDAY 18TH MAY 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNSHAM**

**Present:** Mr G Beach (Chairman)  
Ms G Barwell, Mrs L Gerrans, Mrs V Hughes, Mrs M Jones, Ms J Minch, Mrs D Seeney  
Messrs. T Green, N Hines, P Hughes, J Mittell, D Rossiter Dr F Wright

**In Attendance:** J Heath (Clerk) and two members of the public - Mrs J Stonham, Mr Alan Timms (part-time)

**04/131 Apologies for Absence** – Apologies were received from Mr I Odgers.

**04/132 Election of Chairman**

Mrs Gerrans proposed and Mrs Seeney seconded Mr Gordon Beach as Chairman. Passed unanimously. Mr Beach then took the Chair.

**04/133 Election of Vice-Chairman**

Mr Hines proposed and Mrs Jones seconded Mr David Rossiter as Vice-Chairman. Passed by 9 votes for with one abstention.

**04/134 Register of Members Interests**

The Clerk circulated the update sheet in respect of Register of Member's Interest for completion.

**04/135 Timetable of Meetings**

Proposed by Mr Hines and seconded by Ms Minch that the meetings remain at the first and third Tuesday in the month. Motion passed unanimously.

**04/136 Advisory Committees**

**136.1 Senior Committee** - Proposed by Mrs Jones and seconded by Mrs Seeney that the following be re-elected: G Beach, D Rossiter, L Gerrans, F Wright. Motion passed unanimously.  
**(Mr Green joined the meeting).**

**136.2 Finance Committee – (Mr Mittell joined the meeting)** - Proposed by Ms Minch and seconded by Mrs Jones that the following be re-elected: G Beach, D Rossiter, G Barwell, J Mittell. Motion passed unanimously

**136.3 Play Areas and Playing Fields Committee** – Proposed by Mrs Jones and seconded by Mr Green that the following be elected: V Hughes, D Seeney, M Lewington. Motion passed unanimously.

**136.4 Traffic & Parking** – It was confirmed that this committee had only met once during the year but that no report or minutes had been produced. Proposed by Mrs Jones and seconded by Mr Green that the following be elected: J Minch, N Hines, J Mittell, F Wright. The motion was passed unanimously.

**136.5 Planning** - Proposed by Ms Minch and seconded by Mr Green that the following be elected: M Jones, L Gerrans, J Mittell, P Hughes. The motion was moved unanimously.

**136.6 Village Hall** – Proposed by Mr Green and seconded by Mr Hines that the following be elected: J Minch, J Mittell, F Wright. The motion was passed unanimously.

**04/137 Link Representatives**

**137.1 Eynsham Echo** - Proposed by Mrs Jones and seconded by Ms Minch that the following be appointed: M Lewington, F Wright and D Seeney. The motion was passed unanimously.

**137.2 Footpaths** - Proposed by Dr Wright and seconded by Mr Green that the following be appointed: M Jones, N Hines, V Hughes, J Mittell, P Hughes. Motion passed unanimously.

**137.3 St Leonard's Church Churchyard** – Proposed by Mr Hines and seconded by Mrs Seeney that the following be appointed: L Gerrans, M Jones. The motion was passed unanimously.

**04/138 Appointment of Representatives to Outside Bodies**

**138.1 Allotments** – Proposed by Ms Minch and seconded by Ms Barwell that the following be appointed: L Gerrans. Motion passed by ten votes for with two abstentions.

**138.2 OALC** – Proposed by Mr Hines and seconded by Mr Green that F Wright with J Mittell (as deputy) to be appointed. Motion passed unanimously.

18th May 2004



- 138.3 Playing Fields Management Committee** – Proposed by Ms Barwell and seconded by Mrs Hughes that The following be appointed: N Hines, I Odgers
- 138.4 County Primary School Governors** - Noted that Mr A Mosson still had two years to serve on the Board of Governors.
- 138.5 Traffic Advisory Committee** – There were two representatives to be appointed and the following three members showed an interest on being on the Committee: N Hines, J Minch, and J Mittell. Following a ballot The following were appointed: N Hines, J Minch.
- 138.6 Transport Representative** - Proposed by Ms Minch and seconded by Mrs Seeney that Mr Hines be appointed as the transport representative and Dr Wright proposed that Mr White be asked to continue as representative. This was seconded by Mr Green. Mr Hines left the meeting, having lodged a vote for his own election. Following a show of hands Mr Hines was elected by eight votes for, three against with one abstention. A letter of thanks to go to Mr White.
- 138.7 Traffic Advisory Committee (con't)** – It was agreed that, on the election of Mr Hines as Transport Representative, Mr Mittell should be appointed to the Traffic Advisory Committee.
- 138.8 Minutes of the Meeting of 4th May 2004**
- The Minutes were amended as follows: to include Mrs M Jones as having apologies, to amend Minute at 04/128.3 to replace 13th with 22nd. The minutes were then signed by the Chairman as a true record.

#### 04/139 Clerk's Report

- Item 2 – Station Road Wall** – The clerk confirmed that a response had been received from Mr R Parkinson of West Oxfordshire District Council that resources do not permit intervention in minor cases but that the complaint would be passed to Building Control in relation to the structural implications.
- Item 3 – Esmee Foundation Grant for Allotments** – The application for a grant had been forwarded to the foundation by the Allotments Association.
- Item 4 – Gravel Extraction** – Confirmed that no information yet received from Hansons.
- Item 5 – Churchyard accident** – The clerk had received confirmation from the vicar that the preferred options of the church were to level the protruding stones and erect a warning sign. Quotes awaited for leveling, notice to be purchased as soon as possible. The clerk will write to the injured party to inform her of the actions being taken.
- Item 6 – Premium bus route** – Mr Hines had been requested by the Chairman to be part of the consultation as Mr Rossiter was doing so in his capacity as District Councillor. Both confirmed that the telephone interview had taken place and a workshop was to follow.
- Item 10 – Website** – the leaflets are produced and will be circulated with the Echo. Spares would be put in the library, post office and other local places. The clerk confirmed that the grant to fully cover the cost of the production of the leaflets had been received.
- Item 11 – Teenage facilities** – the clerk advised that she had received an invitation to attend a meeting with the Youth Service of Oxfordshire County Council, police and the Community Safety Officer of West Oxfordshire District Council to discuss the way forward.
- Item 18 – Churchyard wall** – Now complete, ivy cut also. Mr Green reported that this could be an ongoing problem and suggested that a letter be sent to the owner of the horses to remind her of her responsibilities.
- Item 20 Churchyard fence** – A quote is still awaited for the provision of a small fence to infill the gap between St Leonard's and St Peter's churchyards. Provided this is reasonable, the work to commence immediately.
- Item 25 – Pavilion refurbishment** – Roofing has commenced and quote for replacement of fascia received in the sum of £2900. The clerk to negotiate on this. Painting quotes still awaited. Kitchen quotes all received and working party to make a decision. Architect to approach contractors for building works to confirm an early September commencement date. Pavilion is heavily booked through August.
- Item 27 – NPFA land transfer** – Mr Hines requested that a letter be sent to the agents of Corpus Christi to deal with this matter quickly as the matter was causing administrative problems and embarrassment.

**04/140 Urgent Business Raised with Prior Consent of the Chairman** - There was no urgent business to discuss.

#### 04/141 Declaration of Interests

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Councils (Model Code of Conduct) Order 2001:

Dr Wright, Ms Minch, M Mittell – Village Hall Management Committee

Mr D Rossiter – West Oxfordshire District Council

Mr Green – pecuniary interest in agenda item 13 – accounts.

18th May 2004

## 04/142 Finances

**Mr Green left the meeting.** Proposed by Dr Wright and seconded by Mrs Gerrans that accounts in the sum of £7,122.48, as appended, be accepted. The cheques were then passed to Dr Wright and Mrs Gerrans for signature. Motion passed by ten votes for with one abstention.

## 04/143 Items Raised by Members of the Public – Standing Orders were suspended at 8.17 pm

Mrs Stonham confirmed that she was attending as an observer.

143.1 Dr Wright reported that he had received a request from Mr Thompson and Mrs Wright that a bench be placed in Newland Street on the corner of Hawthorne Road. The clerk will investigate.

143.2 Mrs Betty Beacham had complained that grass had been left over the pavement in Mill Street making it hazardous when wet. The problems in respect of low staffing was discussed. The Clerk to report back to the groundsmen.

143.3 Mr Alan Timms asked questions regarding the rights of the general public to make an objection at the West Oxfordshire Local Plan Inquiry. Mr Rossiter explained that the deadline for response had been June 2003. Details of the rights of the public and the deadline had been posted on the parish notice boards at that time. The public can attend the inquiry but can only speak if they have made an objection. Dr Wright offered to speak on Mr Timms' behalf.

In respect of the current survey, the Parish Council had also invited those who had not received a survey to make comment, via the website and the Echo. Following receipt of all correspondence the Parish Council will then consider how to present its case to the inquiry.

Mr Timms thanked the Chairman who thanked Mr Timms for attending. Mr Timms then left the meeting.

**Standing Orders were resumed at 8.38 pm.**

## 04/144 Planning

### 144.1 Planning Decisions

The undermentioned planning applications given conditional permission were noted:

W04/0548	15 Mar 04	Extension of kitchen/scullery over paved garden area	Long Cottage, 17
W04/0549	15 Mar 04	Relocation of paved area and rockery onto existing lawn	Acre End Street
W04/0535	11 Mar 04	Erection of two storey and single extensions to rear elevation	20 Witney Road

### 144.2 Planning Applications

W04/081	16 Apr 04	Insertion of two illuminated poster panels to side elevations of two bus shelters	Bus shelters adj. to the Talbot Inn
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Proposed by Mr Hines and seconded by Ms Minch that the Parish Council has **no objection** to the application. Motion passed by eleven votes for with one abstention.

W.07/04	5 May 04	Demolition and removal of small generator house extension and Installation of new doorway into history/IT classroom areas	Bartholomew School Witney Road
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Proposed by Mrs Seeney and seconded by Mr Rossiter that the Parish Council has **no objection** to the application. Motion passed unanimously.

W04/0866	24 Apr 04	Installation of 1 meter diameter satellite dish for connection to ATM	Co-op 2 High Street
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Proposed by Dr Wright and seconded by Mr Hughes that the Parish Council has **no objection** to the application. Motion passed by ten votes for, one against with one abstention.

W04/0894	5 Apr 04	Erection of covered platform for resin storage and open platform to North west elevation	Oxford Magnet Technology, Wharf Rd
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W04/0896	5 Apr 04	Construction of hardstanding for container mounted compressor units To south elevation	Oxford Magnet Technology, Wharf Rd
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Proposed by Dr Wright and seconded by Mr Hughes that the Parish Council has **no objection** to the application. Motion passed by nine votes for with three abstentions.

### 144.3 – Planning Objection

The following objection to a planning refusal was noted:

W03/2349 - 18 Tilgarsley Road, Conversion of double garage to form separate dwelling. Alteration to widen existing access. DOE appeal reference: APP/D3125/A/04/114925 – 4th May 2004

#### 04/145 Correspondence

- 145.1 **Wychwood Project** - Forest Update newsletter noted.
- 145.2 **WODC** - Parish Link newsletter noted.
- 145.3 **Oxfordshire Carers Forum** - Letter of thanks for grant aid noted.
- 145.4 **WODC** - Pre-Inquiry Changes to a Revised Local Plan to be discussed at next meeting.
- 145.5 **OCC** - Social & Health Care – Business and Commissioning Plan noted.
- 145.6 **Gravel Extraction: Letters from the following noted:** Mr & Mrs Stone, Mr G Hart, P A West (copy of letter to Chairman of OCC), Mr & Mrs Luna. Copies of the letters to be copied to Dr Wright.
- 145.7 **WODC** - Amended Scheme of Delegation for dealing with planning application to be copied to the planning sub – committee.

#### 04/146 Echo Newsletter

- 146.1 Profiles There was a discussion on the two formats possible. It was agreed that a short two line profile should be put in the Echo and a longer profile for the website. Mrs Seeney volunteered to do a draft of both formats.
- 146.2 Police article – It was agreed that Mrs Seeney would amend this to avoid controversy and make room for the article by the clerk on vandalism.

#### 04/147 Local Plan Inquiry – update on questionnaire and procedures for follow up visits

Ms Barwell reported that 178 forms had been received back, representing 50% which was excellent. A list of the missing forms had been produced and these would need following up. Important that those doing the follow up should not try to influence. Telephone reminders to be done first, followed by visits. Replacement forms will be available for those lost or thrown away. If not able to contact by phone, visits to be made and/or notes through the door. The following members volunteered to do this exercise: Mrs Hughes, Mr Hines, Ms Minch, Mrs Jones, Ms Barwell.

**04/148 Premium Bus Routes**- This had been covered in the Clerk's report – Minute 139, item 6.04/049

#### 04/149 Village Hall Management Committee Report

The following matters were noted:

Mr Green had tendered his resignation as caretaker. The committee was sorry to see Mr Green leave and had thanked him for all his hard work.

The reduced electricity bill had now been paid.

The landscaping had been dealt with but already weeds were showing.

Computer was inaccessible as the password was not known.

Cooker still not suitable. In hindsight a commercial cooker should have been recommended by the architect.

Heating contract still awaited.

New caretaker appointed – Mr Kenneth Grant of Marlborough Place. However, hours from 9am to 2pm cannot be covered by new man, volunteers to cover these times needed.

#### 04/150 Dates of Next Meetings

The next Parish Council meetings will be on the 1st June 2004 and 15th June 2004 at 7.30 pm

**The meeting closed at 9.42 pm**

Date of Signing:

18th May 2004

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 1st JUNE 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** Mr G Beach (Chairman)  
Mrs L Gerrans, Mrs V Hughes, Mrs M Jones, Mrs D Seeney  
Messrs. T Green, N Hines, P Hughes, J Mittell, D Rossiter Dr F Wright

**In Attendance:** J Heath (Clerk) and one member of the public – Mr H Brown (part-time)

**04/151 Apologies for Absence** – Apologies were received from Ms G Barwell, Ms J Minch, Mr I Odgers. Late apologies were received from Mr J Mittell.

**04/152 Minutes of the Meeting of 18th May 2004**

The Minutes were amended as follows: to include Mrs M Jones as having made apologies; to amend Minute 04/139, item 18 to replace “removed” with “cut”; at 04/141 to include Mr J Mittell as having a declaration of interests in respect of the village hall management committee; at Minute 04/149, final sentence to add the word “needed” at the end. The minutes were then signed by the Chairman as a true record.

**04/153 Clerk’s Report**

**Item 2 – Play Area Inspections** – Several items on the Allianz Cornhill and RoSPA reports had identified work which requires immediate attention. The Clerk to ensure that these are dealt with within the three months required.

**Item 3– Esmee Foundation Grant for Allotments** – Two letters had been received from the Allotments Association. It was agreed that a working party should be set up to include members of both the parish council and the Allotments Association. The clerk to liaise in respect of dates. Mrs Gerrans, Mr Hughes and the Chairman to attend. The clerk had requested from the insurance company written confirmation of the situation in respect of cover for the allotments Association.

**Item 5 - Churchyard accident** – The clerk confirmed that work would commence very shortly in respect of reducing the height of the stones in the pathway at a cost of £45. A letter had been sent to Mrs Butler-Miles informing her of the course of action to be taken.

**Item 9 – Sewers in Beech Road** – It was confirmed that there were several areas in the village where sewers had not been adopted. This was because the law changed in the 1930’s when it was no longer obligatory for the water boards to adopt sewers.

**Item 11 - Teenage facilities** – The clerk reported on the meeting with the Youth Service of Oxfordshire County Council, police and the Community Safety Officer of West Oxfordshire District Council. Two representatives from the Youth Club committee were present and had impressed all with their input. The clerk asked for clarification on the soundproofing paid for by the parish council.

**Item 18 – Churchyard fence** – A quote of £75 had been accepted and work would commence within the next two weeks.

**Item 23 - Pavilion refurbishment** – Roofing was almost complete. Work on the kitchen to commence in the next week. Painting quotes were received and the clerk to liaise with the working party.

**Item 24 – NPFA land transfer** – the clerk confirmed that a letter had been sent to the agents of Corpus Christi but there had been no response to date. A letter to go direct to Corpus Christi requesting them to take action to speed things.

**04/154 Urgent Business Raised with Prior Consent of the Chairman** - There was no urgent business to discuss.

**04/155 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Councils (Model Code of Conduct) Order 2001:

Dr Wright, Mr J Mittell – Village Hall Management Committee

Mr D Rossiter – West Oxfordshire District Council

Mr Green – pecuniary interest in agenda item 6 – accounts.

**04/156 Finances**

**Mr Green left the meeting.** Proposed by Dr Wright and seconded by Mrs Gerrans that accounts in the sum of **£1,366.15**, as appended, is accepted. The cheques were then passed to Dr Wright and Mrs Gerrans for signature. Motion passed unanimously. **Mr Green rejoined the meeting.**

**04/157 Items Raised by Members of the Public – Standing Orders were suspended at 7.49 pm**

**157.1** Mr Harry Brown reported that he had written to the Prime Minister requesting more money for the police, more police personnel and a police station in Witney and Eynsham.

1st June 2004

The Chairman thanked Mr Brown for his continued support of the police. Mr Brown left the meeting.  
157.2 Mr Green reported that he had received a query from a member of the parish asking if permission is required to have tables and chairs on the pavements as they may be causing an obstruction. The Chairman suggested that the complainant should write to Oxfordshire County Council Highways Department in respect of this.

**Mr Mittell joined the meeting.**

**Standing Orders were resumed at 7.56 pm pm.**

### **04/158 Planning**

#### **158.1 Planning Decisions**

The undermentioned planning applications given conditional permission were noted:

W04/0562	15 Mar 04	Erection of two storey rear extension	23 Queen Street
W04/0622	23 Mar 04	Erection of single floor rear extension	54 Witney Road
W04/0633	23 Mar 04	Erection of single and two storey rear extensions. Construction of detached garage/workshop	52 Witney Road
W04/0672	28 Mar 04	Partial demolition of extensions and outbuilding. Alterations and erection of two storey side and rear extensions to form small separate dwelling,	44 Old Witney Road
W04/0753	14 April 04	Erection of rear extension	7 Cassington Road

#### **158.2 Planning Applications**

W04/1010	14 May 04	erection of new detached garage with store room over. Alterations to include conversion of existing loft space and garage to form small separate dwelling.	Monkswood, Pinkhill Lane
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Proposed by Dr Wright and seconded by Mr Mittell that the Parish Council has **no objection** to the application. Motion passed by six votes for with one against and four abstentions.

#### **158.3 – Planning Objection**

The following letter of objection to a planning application was noted:

Dr Jonathan James of 2 The Square objects strongly to the application in respect of:  
W04/0866 4 April- Installation of 1 meter diameter satellite dish for connection to ATM.

### **04/159 Correspondence**

- 159.1 **Ms Sharon Whiting** – Letter in respect of lack of facilities for dog walkers read out by the clerk. It was agreed that a letter should go to Ms Whiting, requesting her suggestions to address the problem but pointing out that the playing fields would still remain out of bounds for dogs, unless on a lead.
- 159.2 **Geoffrey Osbourne Limited** – Notification of the closure of the A40 overnight for three Sundays in June, July and September respectively noted. The intention to close for a three night period in from 6<sup>th</sup> – 9<sup>th</sup> August also noted. It was pointed out that this would increase the traffic using the toll bridge, leading to delays.
- 159.3 **WODC** – Neighbourhood Watch newsletter noted.
- 159.4 **WODC** – Details of the change in practice sessions for the Moto Cross noted.
- 159.5 **The Noise Project - Letter** of thanks from Mr Daniel Lay read out. Particular thanks to Mr Green. Full report to follow at a later date. Letter of response giving congratulations to be sent but also pointing out that the posters around the village should now be removed.
- 159.6 **Plus Publishing Service** –Details advertising for town/visitor/residents' guides noted.
- 159.7 **WODC** – Details of District council services to socially excluded and disadvantaged groups noted.

### **04/160 Local Plan Inquiry**

The Chairman thanked all those who had done the chasing of the forms. A 78% response rate was exceptional. He explained what the figures meant. It was agreed that an additional column showing the actual numbers of responses to each question should be inserted. It was pointed out that the omission of the word “social” could be misleading. Ms Barwell had apologised for not being at the meeting and requested that there should be one more push for return

of forms. It was felt that nothing would be gained from knowing where the people who voted for different sites came from.

Mr Rossiter stated that the results so far confirmed the council's objection that "the Local Plan does not address the small scale housing developments it would wish to see". He felt that the parish council's representation could now be drafted and he offered to do this, for circulation to everyone before the next meeting. Proposed by Mr Hines and seconded by Mrs Gerrans that Mr Rossiter draft the council's response. Motion passed by eight votes for and one vote against.

**04/161 Premium Bus Routes-** Mr Hines confirmed that there was nothing yet to report.

**04/162 Replacement Fence on the boundary of the Oxford Road Playing Fields and "The Nursery"**

The Clerk confirmed that it would be difficult to ascertain if the fence was owned by the parish council. However, it was noted that the letter from the owner of The Nursery confirmed that he had previously replaced some of the fencing. It was therefore almost certain that the fence was in his ownership. As such, the parish council had no powers to make grant aid or part payment for the fence. The clerk to write to the owner explaining the situation.

**04/163 Dates of Next Meetings**

The next Parish Council meetings will be on the 15th June 2004 and 6<sup>th</sup> July 2004 at 7.30 pm. The Chairman pointed out that the next meeting was likely to be well attended by members of the public due to the visit from Inspector Carver and the agenda item on the local plan inquiry. There was some concern that the floor of the room may not be able to take the strain. Mrs Gerrans to ascertain if the church hall is available. If so, the meeting to be convened there if a large number of people attend.

**The meeting closed at 9.07 pm**

**G D B each**  
**Chairman**

Date of Signing: **15th June 2004**

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 15TH JUNE 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** Mr G Beach (Chairman)  
Ms G Barwell, Mrs L Gerrans, Mrs V Hughes, Mrs M Jones, Ms J Minch  
Messrs. N Hines, P Hughes, J Mittell, D Rossiter Dr F Wright

**In Attendance:** J Heath (Clerk) and ten members of the public and two police representatives plus Inspector Carver.

**04/164 Apologies for Absence** – Apologies were received from Mrs D Seeney, Mr T Green and Mr I Odgers.

**04/165 Minutes of the Meeting of 18th May 2004**

The Minutes were amended at Minute 04/153, item 9 to change 1980's to 1930's. The minutes were then signed by the Chairman as a true record.

**04/166 Clerk's Report**

**Item 2 – Play Area Inspections** – The parts for the repair of the swings as required by the insurers had been ordered at a cost of £627.51.

**Item 3–Allotments Association** – A preliminary meeting arranged for Thursday 17th June between PC and Chairman and Treasurer of AA

**Item 5 - Churchyard accident** – The clerk confirmed that work in respect of reducing the height of the stones in the pathway had been completed and that no response had been received from Mrs Butler-Miles.

**Item 6 – Premium Bus Route** – The Traffic Advisory Committee on the 13th July would commence half an hour early in order to have a preliminary meeting in respect of this proposal.

**Item 14 – Compound clearance** – This was to be dealt with by the football and crickets clubs within the next two weeks.

**Item 17 – Churchyard fence** – The work had been completed on this.

**Item 22 - Pavilion refurbishment** – The cost of the fascia had been confirmed at £2900. Item to be on the next agenda. The kitchen was completed apart from the delivery of the new cooker and fridge and touching up of the paintwork following the works done. External painting to be commenced in late July early August.

**Item 24 – NPFA land transfer** – The clerk confirmed that there had been two responses from agents of Corpus Christi. The first to state that they would chase up the solicitors and the second to state that they were unwilling to divulge the details of the solicitors but would continue to chase.

**04/167 Urgent Business Raised with Prior Consent of the Chairman** - There was no urgent business to discuss.

**04/168 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Councils (Model Code of Conduct) Order 2001:  
Ms Minch, Dr Wright, Mr J Mittell – Village Hall Management Committee  
Mr D Rossiter – West Oxfordshire District Council

**04/169 At this point the Chairman proposed that agenda item 10 be brought forward – Motion passed unanimously.**

**To discuss policing in the village**

The Chairman welcomed Inspector Carver to the meeting and invited members of the parish council to put their concerns to the inspector. The following matters were raised:

1. Although the police station was an asset, more police were required to man it. Deddington has a stronger force for a community of fewer residents.
2. There is a great deal of minor vandalism in the parish and a higher police profile was required.
3. Anti-social behaviour in Newland Street/Queen Street was a regular occurrence. It is confirmed that the youngsters involved are between 16 and 17 years of age and are local or from Freeland. There is intimidation of the owner of the Chinese Takeaway which should be addressed. A greater police presence would deal with this. The owner was unwilling to report this to the police because of the threats received from the youths.
4. Although Area Beat Officer Robinson handled the Annual Parish Meeting well, there is concern that there was no senior police officer available and the parish council would like to see commitment in respect of this.
5. Regular damage was being done in Newland Street and in particular to the frontage of the White Hart.
6. For the second year running there had been an increase in the rates to cover the police spending but residents felt that they are not getting value for money as there is less police presence.

15th June 2004

Inspector Carver addressed the questions as follows:

1. All the items raised above are echoed by every Parish and Town Council.
2. He was unable to attend the Annual Parish Meeting as he had already accepted a previous invitation. The Parish Council to get their invitation in sooner.
3. Since the last meeting attended by the inspector there had been an extra ABO allocated to Eynsham.
4. Resourcing problems had not improved. Precepts were set by central government and allocated to the areas with greater problems.
5. Priority is given to emergency services and these are always dealt with swiftly. Response times are, in the main, within 8 minutes. The 0845 number, whilst it had teething problems originally, was now working efficiently.
6. Anti-social behaviour can only be tackled if there is evidence and witnesses to support this evidence.
7. It was confirmed that ABO Robinson had visited the owner of the Chinese Takeaway.
8. Crime rates in Eynsham, although higher this year due to a new recording system, were only 0.7 per day, of which 50% were related to the petrol service stations. Of the remainder a great number were non-impacting on society (e.g. domestic violence).
9. ABO Robinson is engaging with the youth of the village in an effort to reduce anti-social behaviour and Bill Oddy of WODC is a great support.
10. The funding mentioned has, in the main, gone on new technology to enable the police to respond more quickly.
11. It is the inspector's intention to be accessible and he is willing to take calls on his direct voicemail, which is regularly checked.
12. The future will involve more community policing and there will be a three tier system.

The Chairman thanked Inspector Carver for allowing the council the opportunity to voice their concerns. He added that there was considerable praise for Alan Robinson at the Annual Parish Meeting.

**Standing Orders were suspended at 8.05 pm to allow the public to speak with Inspector Carver.**

The following items were addressed:

1. Distraction burglaries – it was agreed by all three police representatives that these were despicable but very difficult to solve as the culprits moved very swiftly out of the vicinity after the crime. The threat to be publicised in the Echo.
2. Mr Harbour felt that more should be done to engage with the local community as it was a valuable tool to be known by the residents of all ages. One hour a day makes all the difference.
3. Could the village not have use of the mobile CCTV's in respect of crime prevention? It was confirmed that in the main, although publicised for use in rural areas they were in the main used in the large towns/cities.

The Chairman thanked Inspector Carver for his attendance and offered the downstairs room for use for the continuation of the debate with the public.

**Standing Orders were resumed at 8.15 pm.**

#### **04/170 Finances**

The Clerk informed that the overtime done by the play area supervisor was in respect of the painting of the pavilion. Proposed by Dr Wright and seconded by Mrs Hughes that accounts in the sum of **£ 13,984.46**, as appended, are accepted. Motion passed unanimously. The cheques were then passed to Dr Wright and Mrs Hughes for signature.

#### **04/171 Items raised by Members of the Public**

**171.2** Mr Jolyon Cox, on behalf of the Eynsham Society, raised the matter of affordable housing and the conservation area in respect of the parish council's response to the Planning Inspector. It is not obvious that houses would be filled by people with local connections and would, therefore, be used for people on the West Oxfordshire County Council housing list. There were also concerns in respect of restrictive covenants which could be challenged, leading to sale on the open market. Potential purchasers may have difficulty getting mortgages.

**171.3** Mr Ronald Arnold voiced concerns over the possible development in Chilbridge as this could lead to a dangerous precedent for further development on the western fringe. He commented that West Oxfordshire District Council always put social as well as affordable in documentation. There could be resultant 80% social housing and 20% of shared ownership.



171.4 Dr Wright reported that there had been a “near miss” over the village in respect of a military plane which had overshot the runway and a helicopter. The chairman would raise this at the meeting at Brize Norton next week.

## 04/172 Planning

### 172.1 Planning Decisions

The undermentioned planning applications given conditional permission were noted:

W04/0811	16 Apr 04	Insertion of 2 illuminated poster panels to side elevations of 2 bus shelters	Bus shelters adj. to Talbot Inn
W04/0806	19 Apr 04	Erection of detached indoor swimming pool with games room	The Homestead, 12 Acre Farm

### 171.2 Planning Applications

W04/0947	6 May 04	Construction of pitched roof above garage	Lymbrook, Pinkhill Lane
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Proposed by Mrs Gerrans and seconded by Mrs Jones that the Parish Council has **no objection** to the application. Motion passed by nine votes for with one abstention.

W04/1052	22 May 04	Alterations to include erection of 2 storey side extension to form self contained granny annex. Alteration to existing access to create additional parking spaces.	71 Witney Road
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Proposed by Mrs Jones and seconded by Mrs Gerrans that the Parish Council has **no objection** to the application. Motion passed by nine votes for with one abstention.

W.08/04	8 June 04	Proposed retiling of tiled pitched roof using salvaged tiles on front elevation and 'eternit' Hawkins tiles on rear Elevation. Repoint open joints on chimney stacks with lime mortar, check and overhaul leadwork, re-use existing ridge units and overhaul, redecorate and reseal. Reinstate any damaged	Bartholomew School, Witney Road
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Proposed by Dr Wright and seconded by Mrs Jones that the Parish Council has **no objection** to the application. Motion passed unanimously.

## 04/173 Correspondence

**173.1 WODC** Review of Taxi Ranks in West Oxfordshire. It was agreed that there was no requirement for taxi ranks in Eynsham.

**173.2 Allianz Cornhill** - Insurance matters in respect of the restoration of the fishponds noted. Mrs Hughes and the Clerk to liaise over response.

**173.3 WODC** - West Oxfordshire Strategic Partnership in respect of transport Issues copied to members of the Traffic and Parking sub-Committee,

**173.4/ Primesite Media** - Confirmation of erection of bus shelters noted. The Chairman and the Clerk signed the documentation.

**173.5 Nelson Bruton** - Information in respect of Swinford Manor and the SM title required. The details passed to Dr Wright for action.

**173.6 PPI South West Oxon Forum** Agreed that a representative from the organisation be invited to the first August meeting.

**173.7 The Countryside Agency** - Countryside and Rights of Way Act 2000 – provisional map issue for West England taken by Dr Wright.

**173.8 Oxfordshire Association of Local Councils** – Chairmans' event Wednesday 6th October at Didcot Civic Hall, register of Interests – membership of Freemason Grand Charity must be declared., example of risk assessment report for use by Parish Councils, planning and compulsory purchase act, increase in S137 spending allowance from £5 to £5.14 per elector, Village Speed Limits advisory leaflet, communication toolkit, allotments regeneration Initiative factshseets – all noted.

**173.9 Oxfordshire Fire Control** - Fire Control Regionalisation – letter requesting support to keep local staff facilities open noted.

**173.10 Sustrans** – Clerk to respond giving support of parish council to the proposed cycle route from Eynsham to South Leigh and all improvements for cyclists in the area.

**173.11 Winged Fellowship Trust** - Oxfordshire Multiple Sclerosis Society holiday funding. Proposed by Dr Wright and seconded by Mrs Lewington that a grant of £50 be allocated. Motion passed by seven votes for, three against and one abstention.

**173.12 University of Gloucestershire** Summer Seminars noted.

**173.13 - ORCC** - informal consultations in the community noted.

**173.14 - Mr Ian Odgers**‘ resignation from Parish Council was noted with regret. The Clerk and Chairman to write to Mr Odgers. Vacancy to be advertised.

#### **04/174 Local Plan Inquiry**

**174.1** The Chairman thanked all those who had done the chasing of the forms. An 85% response rate had been achieved. He reported that he had not received many responses in respect of amendments. However, there were four to be considered at this meeting. Mrs Jones, Ms Barwell, Dr Wright and the Eynsham Society all had valid amendments as follows:

1. Mrs Jones stated that she had liaised with the Headteacher of Bartholomew School who had confirmed that the school was not in favour of selling any of the sports fields. She proposed that there should be some mention in the response of the number of persons who had voiced an opinion that the school fields should not be sold. This was agreed. The response to reflect the strong opposition of any sale of school playing fields as appears in responses from the survey.
2. Dr Wright wished the date of the minerals act to be added. All concurred. He noted that the conservation area had not been mentioned in the questionnaire. This covered not only the eastern site but also the Station Road site. There should also be reference to the Village Design Statement and the conservation area in the submission. It was agreed that this should be included.
3. Ms Barwell requested that there should be mention of the traffic problems in the village and the concern of the responders that these would be increased. Agreed that this should be included.
4. The document from the Eynsham Society was discussed at length, with the following results:
  - a. Removal of the half sentence from “Eynsham” onwards in the first bullet point of paragraph four of the second page. Proposed by Dr Wright and seconded by Mrs Hughes that this should be removed. An amendment was proposed by Mr Hines and seconded by Mr Hughes that it should be retained. Amendment won by seven votes for with three against.
  - b. Proposed by Mr Hines and seconded by Ms Minch that, reference paragraph seven, the words “but there were more favouring a higher total (37%) than there were wanting fewer (26%)” be replaced with “with 37% favouring a higher number and 25% wanting fewer or none”. Unanimously agreed.
5. Following further discussion on other points raised by the Eynsham Society, it was proposed by Ms Minch and seconded by Mr Hughes that the document as amended (above) and agreed should go forward. Motion passed by nine votes for with two abstentions. Dr Wright requested that his abstention be minuted.

**174.2**The Chairman noted the amendments to the revised draft supplementary planning guidance on affordable housing from West Oxfordshire District Council. The planning sub-committee had been copied this document and it was agreed that this should be discussed at the next meeting.

#### **04/175 To propose three members of the Parish Council to meet with the Assistant Chief Executive of Oxfordshire County Council (Paul Capaldi)**

The Chairman gave details of the proposed meeting on 29th June at the Bartholomew Rooms. The Vice-Chairman to meet with Mr Capaldi. The following matters to be discussed:

1. \* Oxfordshire County Council consultation arrangements  
\* Effectiveness of Oxfordshire County Council engagement with major issues affecting the local area  
\* Potential for devolving of functions

and, of course, any other issues the councillors would like to raise. It would be very helpful to have advance notice of any specific issues.

2. Agreed that Mrs Gerrans and Mr Mittell also attend.

#### **04/176 Dates of next meetings**

The next Parish Council meetings will be on the 6<sup>th</sup> July 2004 at 7.30 pm and the 20<sup>th</sup> July 2004 at 7.30 pm.

**The meeting closed at 9.54 pm**

**Gordon B each**

Date of Signing: **6th July 2004**

15th June 2004

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 6TH JULY 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** Mr G Beach (Chairman)  
Ms G Barwell, Mrs L Gerrans, Mrs V Hughes, Mrs M Jones, Mrs D Seeney  
Messrs. T Green, P Hughes, D Rossiter, Dr F Wright

**In Attendance:** J Heath (Clerk), one member of the public, Mr Philip Duncan (Hansons), Mr Tony Garrard (Oxfordshire and Area Consortium for Patient and Public Involvement in Health (OACPPIH), Ms Pam Baggaley (OACPPIH) and Ms Marion Judd (OACPPIH).

**04/177 Apologies for Absence** – Apologies were received from Ms J Minch, Mr N Hines

**04/178 Minutes of the Meeting of 15th June 2004**

The minutes were amended at Minute 04/174.1/2 to replace “requested” with “noted”. The minutes were then signed by the Chairman as a true record.

**04/179 Clerk’s Report**

**Item 12 – Compound clearance** – This had now been dealt with.

**Item 22 - Pavilion refurbishment** – The kitchen now completed External painting commenced. Architect's update:

1. Planning approved
2. Building Regs approved subject to some clarification.
3. Builders list to be approved.
4. A formal minor works contract to be entered into.

**04/180 Urgent Business Raised with Prior Consent of the Chairman –**

**180.1** Mr Green congratulated Mrs Gerrans on the flower display for the Parish Council and wished the thanks of the council to be recorded.

**180.2** The Chairman introduced Mr Philip Duncan of Hanson Aggregates, who had requested an opportunity to address the council before the public exhibition to be staged by the company in the Bartholomew Lower Room on Thursday, July 22. He was, unfortunately, unable to attend the Parish Council meeting of 20th July. Mr Duncan introduced and explained the company’s proposals for sand and gravel extraction at a site to the south of the old Cassington Road in Eynsham.

The site is identified as a preferred area of working in the draft Minerals Local Plan and could provide up to two million tonnes of sand and gravel over five years.

The company is now ready to submit a planning application, but first wants to get input and feedback from local residents.

Mr Duncan identified four areas within the parish which were being considered. Various options are open and these were subject to consultation. There are less than two year’s reserves in the present workings and the lead in time for new workings is approximately 5 years.

The following were then addressed:

- The fact that Eynsham is not in the Local Plan in respect of minerals and waste.
- Use of conveyor belts.
- Recycling of aggregates (not suitable for concrete production)
- Percentage produced for the county (40-45%) and where the balance comes from.
- Movement of extractions
- Cost elements and environmental benefits
- Restoration (open water, reed beds, country park)
- Proximity to residential areas/schools/air bases.

Mr Duncan confirmed that the exhibition, which runs from 3pm until 8pm, will be combined with an open day at Cassington quarry. Mini-buses will be on hand to take people to and from the quarry, or you can go direct to the site (main entrance off the A40) and join a guided tour party.

The Chairman thanked Mr Duncan for his attendance and for answering the members’ queries.

6th July 2004

#### 04/181 Declaration of Interests

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Council's (Model Code of Conduct) Order 2001:

Dr Wright – Village Hall Management Committee

Mr D Rossiter – West Oxfordshire District Council

Mr T Green – personal and pecuniary interest in agenda item 6 (Accounts).

#### 04/182 Finances

##### Mr Green left the meeting.

182.1 Proposed by Dr Wright and seconded by Mrs Gerrans that accounts in the sum of **£4,800.60**, as appended, are accepted. Motion passed unanimously. The cheques were then passed to Dr Wright and Mrs Gerrans for signature. **Mr Green rejoined the meeting.**

182.2 The accounts for the year ended 31st March 2004 were presented to the council. It was proposed by Mr Rossiter and seconded by Dr Wright that these be accepted and signed by the Chairman and the Clerk. Unanimously agreed. The accounts were duly signed.

182.3 It was proposed by Ms Barwell that the Finance sub-committee consider a means to present a format to present a quarterly report to the council which is easily understood. Agreed.

**04/183 Items raised by Members of the Public** - There were no items to be considered.

#### 04/184 Representation from the Patient and Public Involvement SW Oxfordshire Forum

The Chairman welcomed Tony Garrard, Pam Baggaley and Marion Judd to the meeting. Mr Garrard explained that the Forum(s) were replacing the Community Health Councils, which new legislation disbanded in December 2003.

There are 400 forums across the country – one for each NHS trust. The South Western Forum for Oxfordshire covers Didcot, Witney, Abingdon and Wantage. Its responsibility is to monitor and work with the Primary Care Trust for SW Oxfordshire, whose functions are to provide direct services (G.P.'s) and to purchase services from other trusts (e.g. Mental Health Trust).

The forum meets every two months and has recently been involved with the consultation in respect of the minor injuries provision at Witney and the new working practices for G.P.'s. There is a statutory duty to consult directly with the public and change can be enforced in respect of G.P.'s pharmacists, dentists etc. or they could be referred to the Secretary of State.

The following were then discussed:

- Local issue of inability to obtain an appointment with G.P. within 2 weeks
- Patient Advice and Liaison Service
- Practice Managers and G.P.'s systems
- The confusion of most people in respect of the multitude of health bodies being formed
- Increase in managers rather than health workers, leading to more bureaucracy.

The Chairman asked in what way the council could assist. Mr Garrard responded that there is a requirement to take soundings of the public and to bring the broad issues to the notice of the PPIH. There is also a need to recruit members for the forum. The Chairman suggested that an article could go in a future issue of the Echo newsletter.

#### 04/185 Planning

##### 185.1 Planning Decisions

The undermentioned planning applications, refused permission, were noted:

W04/0760	1 April 04	Erection of 1st floor rear extension to provide additional bedroom.	22 Acre End Street
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The proposed extensions by reason of the proposed design and size will neither enhance nor preserve the character of Eynsham's conservation area. The proposals will also result in a degree of loss of residential

amenities. The proposals are contrary to BE3 and BE10 of the adopted West Oxfordshire Local Plan and policies BE2 and BE5 of the emerging West Oxfordshire Local Plan.

W04/0866 23 April 04 Installation of 1 metre diameter satellite dish for connection to ATM. Co-op, 2 High Street

The proposed dish in terms of its size and design will not preserve or enhance the character of the conservation area. The proposal is contrary to Policy BE10 of the adopted West Oxfordshire Local Plan and Policy BE5 of the emerging West Oxfordshire Local Plan.

The undermentioned planning applications given conditional permission were noted:

W.04/04	12 March 04	Planning application for single classroom extension to create ICT/science laboratory.	Bartholomew School Witney Road
W04/894	5 April 04	Erection of covered platform for resin storage and open platform to NW elevation	Oxford Magnet Technology, Wharf Road
W04/896	5 April 04	Construction of hardstanding for container mounted compressor units to south elevation	Oxford Magnet Technology, Wharf Road
W04/0947	6 May 04	Construction of pitched roof above garage	Lymbrook, Pinkhill Lane

### **185.2** Planning Applications

W04/1159	4 Jun 04	Erection of two non illuminated free standing signs	Siemens Magnet Technology, Wharf Road
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Proposed by Dr Wright and seconded by Mr Green that the Parish Council has **no objection** to the application. Motion passed by eight votes for with one abstention.

W04/1168	2 June 04	Erection of 4 terraced houses. Alterations to existing access and parking. (Modifications to planning permission 04/0492/P/FP to allow alteration to ridge height of dwellings and erection of 2 x two bay garages.	Land adj. The New House, Tanners Lane
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Proposed by Mr Green and seconded by Mrs Seeney that the Parish Council has **no objection** to the application. Motion passed by eight votes for with one abstention.

W04/1170	9 June 04	Demolition of existing semi-detached dwelling. Erection of new detached dwelling.	1 City Farm Cottages
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Proposed by Dr Wright and seconded by Mr Hughes that the Parish Council has **no objection** to the application. Motion passed by eight votes for with one abstention.

W04/1178	9 June 04	Demolition of existing sun room and erect single storey extension to rear elevation	19 Dovehouse Close
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Proposed by Mrs Hughes and seconded by Mrs Seeney that the Parish Council has **no objection** to the application. Motion passed by eight votes for with one abstention.

W04/1202	10 June 04	Alterations to existing single storey rear extension, carport and rear access.	74 Acre End Street
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Proposed by Mrs Gerrans and seconded by Mr Green that the Parish Council has **no objection** to the application. Motion passed by eight votes for with one abstention.

W04/1216	16 Jun 04	Insertion of 2 additional velux windows into rear roof. (Non-compliance with condition 2 of planning permission W99/1622)	27 Dovehouse Close
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Proposed by Mr Green and seconded by Dr Wright that the Parish Council has **no objection** to the application. Motion passed by eight votes for with one abstention.

6th July 2004

## 04/186 Correspondence

**186.1 Jane Thompson** - Email of objection to the Parish council's decision to grant 50% of the printing charges of the VDS was discussed. The Clerk to respond to Mrs Thompson explaining that the council had agreed to pay for the printing costs, subject to the document being accepted by West Oxfordshire District Council. This had not been the case. However, the council had agreed to honour its offer of £1000, the original earmarked amount.

**186.2 OCC** - Pensions Fund – Funding Strategy Workshop on July 14th 2004 noted. It was agreed that the draft document should be awaited.

**186.3 Inspector Carver** – the Clerk read out Inspector Carver's email in respect of the Incident on 19th/20th June 2004. This confirmed that the police had been on the scene within 6 minutes but that there was little to be done, due to the sophistication of the devices used. Inspector Carver will be providing an article for the Echo newsletter.

**186.4 WODC** - Comprehensive Performance Assessment noted.

**186.5 ORCC** - Summer 2004 newsletter noted.

**186.6 OCC** - June 2004 newsletter noted.

**186.7 WODC** - Burial Grounds – message from Health and Safety Commission noted. The Clerk to take advice from the HSC to ascertain the council's responsibilities.

**186.8 St Leonard's Church** - Notification of services in the market square. Agreed that there is no objection.

**186.9 Faber Maunsell** - Eynsham Roundabout Lining Scheme Consultation. The plans were considered and the following propositions were put forward.

1. Proposed by Mr Rossiter and seconded by Ms Barwell that the plans, as tabled, be approved.
2. Amendment proposed by Dr Wright and seconded by Mrs Gerrans that the lining remain as at present but that anti-skid surfaces be put on the road.
3. A second amendment was proposed by Mr Green and seconded by Mrs Jones that there should be no alteration to the present provisions.

Voting as follows: Second amendment lost by two votes for, four against and three abstentions.  
First amendment passed by four votes for, three against with two abstentions.

Motion passed that the council approve the provision of an anti skid surface with no alteration to the lining or lanes onto the roundabout.

**186.10 OCC** - Oxfordshire Plan 2004-05 noted.

**186.11 Cabinet Decisions** - Decisions 30th June 2004 taken by the Chairman.

**186.12 Mr Robinson** - The Clerk read out a letter of complaint, following an incident at the village hall on the evening of 19th June 2004. Dr Wright confirmed that he had been acting in his capacity as the Chairman of the Village Hall Management Committee and not as a Parish Councillor. Proposed by Mr Rossiter and seconded by Mrs Seeney that the council should take no action as Dr Wright had been acting in his capacity as the Chairman of the Village Hall Management Committee and the licensee of the premises. The Clerk to write a letter to Mr Robinson confirming this.

**186.13 Mrs Joan Stonham** – the Clerk read out correspondence from Mrs Stonham in respect of a temporary sign on the wall of premises in Newland Street which queried whether planning permission is required for this. The Clerk to forward this to the Officers of the Planning Department of West Oxfordshire District Council.

## 04/187 Revised Planning Guidance from West Oxfordshire District Council in respect of Affordable Housing

Mrs Jones reported that the planning sub-committee had found the document extremely confusing but that there appears to be no action required by the council until there is a relevant application to consider.

## 04/188 Quote for replacement of fascia boards – Sports Pavilion

6th July 2004

The Clerk reported that the quote of £2900 for upvc fascia boards appeared to be excessive. After further enquiries, a verbal quote had been received for hardwood boards for approximately £1200 plus the cost of additional staining to match existing. Proposed by Mr Rossiter and seconded by Dr Wright that, on receipt of a written quote from the contractor, this should be accepted. Motion passed unanimously.

#### **04/189 Report on meeting between Parish Council and Allotments Association**

The Chairman reported that, following discussion, it had been agreed that the Allotments Association should revise the constitution and bring this back to the working party of the parish council for consideration. A lease should also be drawn up, using the expertise of the National Society of Allotment and Leisure Gardeners (NSALG).

#### **04/190 Report on meeting with Assistant Chief Executive of Oxfordshire County Council (OCC)**

Mr Rossiter reported that the meeting between Stephen Capaldi and three members of the parish council (Mrs Gerrans, Mr Rossiter and Mr Mittell) had covered such matters as: the A40, development, minerals and gravel workings and the County Council's requirement to "keep in touch" with town and parish councils. At present there are six pilot schemes being implemented. The perception that OCC decisions are taken in an ad hoc manner and without consultation was also discussed. It is the County Council's intention to improve this and encourage understanding of its long term interests, including the de-centralisation of its offices.

The Chairman confirmed that a letter had been received from Mr Richard Dudding (Oxfordshire County Council Director for Environment and Economy) offering to attend a meeting of the parish council to discuss matters further. Agreed that an invitation should be sent for the meeting of 21st September 2004.

#### **04/191 Report on meeting of Village Hall Management Committee**

Dr Wright reported on the following:

- A new scouts Chairman had been appointed – Mr Kenneth Johnston. The scouts anticipate being in the building by September. An official opening is planning for October. Clarification as to whether the fence between the village hall and the scouts building is still required is being sought. The entrance to be left open with additional bollards.
- There is still difficulty with regard to the cooker and the water heater is not now working.
- A new litter bin to be placed at the entrance – the Clerk to provide details of suppliers.
- The sound monitoring lights are now obscured by the curtains and this will need to be addressed.
- Finance was good, with a balance of £30k. £4k to be transferred to the contingency fund.

The Chairman requested that the Village Hall Management Committee address the problem of the disabled sign, which requires replacement. These spaces should be kept free for disabled users.

#### **04/192 Report on AGM of Oxfordshire Association of Local Councils**

Dr Wright confirmed that neither he nor Mr Mittell had been able to attend this as the Village Hall Management Committee meeting was on the same evening.

#### **04/193 Dates of next meetings**

The next Parish Council meetings will be on the 20th July 2004 at 7.30 pm and 3rd August 2004.

**The meeting closed at 9.58 pm**

Date of Signing:

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 20TH JULY 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** Mr G Beach (Chairman)  
Mrs L Gerrans, Mrs V Hughes, Mrs M Jones  
Messrs. T Green, Mr N Hines, P Hughes, J Mittell, D Rossiter, Dr F Wright

**In Attendance:** J Heath (Clerk) and one member of the public.

**04/194 Apologies for Absence** – Apologies were received from Ms G Barwell, Ms J Minch, Mrs D Seeney

**04/195 Minutes of the Meeting of 6th July 2004**

The minutes were amended at Minute 186.1 to include “for the VDS” between the words “charges” and “the”. The minutes were also amended at 186.12 to remove “and request for the removal of Dr Wright from the parish council” and “spoke in his defence”. The minutes were then signed by the Chairman as a true record.

**04/196 Clerk’s Report**

**Item 2 – Meeting with Richard Dudding of Oxfordshire County Council** – Mrs Gerrans, Mr Rossiter, Mr Mittell and either Mrs Hughes or Dr Wright to meet with Mr Dudding during September.

**Item 3 – RoSPA and Allianz Cornhill play area inspections** - The clerk confirmed that the emergency repairs had been completed. A meeting of the play area sub-committee was required to decide on a rolling programme of repairs and replacement.

**Item 18 – Sports Pavilion** – Three builders had taken up the offer to tender for the building works and documents would be sent out this week for return by the end of July. Quotes still awaited for the work required on the fascias.

**Item 19 – NPFA Lease** - This had now been received, the Chairman and Mr Hines to look at it.

**(Mr Mittell joined the meeting at this point)**

**04/197 Urgent Business Raised with Prior Consent of the Chairman**

The Chairman updated the members with details of the removal of the travellers who had invaded the north playing field over the weekend.

Following liaison between the Chairman and the police (after a number of delays), a S61 Notice was served on the travellers who eventually vacated the site by midday on Sunday.

Damage to the pitches was minimal and only two padlocks and a chain required replacement by the council.

The site was cleaned by council staff on Monday morning and the Chairman thanked them for their efficiency.

The Chairman to try to make contact with Inspector Robinson (Travellers Liaison Officer) to ascertain the proper procedure should there be a recurrence.

The erection of an overhead barrier was discussed but it was felt that this would not only be costly but also could delay the access of emergency vehicles. The purchase of additional plants to be investigated.

The members thanked the Chairman for giving up his weekend to deal with this matter, which had ended speedily and satisfactorily.

**04/198 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Council’s (Model Code of Conduct) Order 2001:

Dr Wright, Mr Mittell – Village Hall Management Committee (personal, non prejudicial)

Mr D Rossiter – West Oxfordshire District Council (personal, non prejudicial)

**04/199 Finances**

**199.1** Proposed by Dr Wright and seconded by Mrs Hughes that accounts in the sum of **£4,639.55**, as appended, are accepted. Motion passed by eight votes for with one abstention. The cheques were then passed to Dr Wright and Mrs Hughes for signature.

**199.2** From the balance sheet for the year ended 31st March 2004, the clerk explained that the bulk of the debtors figure related to the refund due from VAT.

**04/200 Items raised by Members of the Public – Standing Orders were suspended at this point.**

**200.1** Mr Harry Brown stated that he would be writing again to the government in respect of CCTV. He also hoped that Eynsham would be getting community support officers as in Abingdon.

20th July 2004



200.2 Temporary postmen were getting confused as there is no street sign for the west end of High Street. Mr Rossiter to investigate with West Oxfordshire District Council.

200.3 Difficulty of access to the pavement by a disabled resident with an electric scooter outside the Co-op due to gully was reported. The clerk to ask Oxfordshire County Council Highways department to investigate.

200.4 Members of the public had complained about the smell from the drain by the Bartholomew Rooms. Mr Rossiter to investigate with West Oxfordshire District Council.

**Standing Orders were resumed at this point.**

#### 04/201 Planning

##### 201.1 Planning Decisions

W04/1010	14 May 04		Erection of new Monkswood, Pinkhill Lane
detached garage with store room over. Alterations to include conversion of existing loft space and garage to form additional living accommodation.			

##### 201.2 Planning Applications

W04/1286	23 June 04	Remove existing flat roof and replace with pitch roof to side elevation.	6 Queens Lane
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Proposed by Mr Green and seconded by Mrs Jones that there be **no objection** to the application. Motion passed by seven votes for with two abstentions.

W04/1361	5 July 04	Erection of 2 storey side extension and front porch to form self contained granny annex. Alterations to existing access to create additional parking spaces.	71 Witney Road
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It was noted that this application had been considered at the meeting of 15th June 2004. Confirmed that previous comments confirmed.

##### 201.3 Enforcement update

67 Old Witney Road – Unauthorised fences and greenhouse. Noted that the Enforcement Officer still awaiting further information.

Jolly Sportsman PH, Lombard Street – Alterations to roof. Noted that the Enforcement Officer considers that no further action required.

#### 04/202 Correspondence

**202.1 Geoffrey Osborne Ltd** – Details of the A40 Bridge strengthening closures noted.

**202.2 Woodstock Town Council** – The request for details of council procedures noted. The clerk to respond.

**202.3 Princess Royal Trust** - Caring Matters newsletter noted.

**202.4 Government Office for the South East** – Documentation in respect of the proposed Changes to Regional Planning Guidance for the SE passed to the Planning sub-committee and then to be circulated to all other members. Agenda item for the second August meeting.

**202.5 Ros Duffy** - The request for permission for BBQ on 7th August on Dovehouse Close open space was considered by the council. It was agreed that there should be no objection providing the local residents are in agreement and subject to the site being cleared and a prompt finish at the time suggested.

**202.6 DETR** – Noted that the Examination in Public of Oxfordshire Structure Plan is set for 12th October to 28th October 2004. Mr Mittell to represent the council at the preliminary meeting on 1st September 2004. The Clerk to provide Mr Mittell with a copy of the council's representation.

**202.7 WODC** – The Guide to Affordable Housing on Rural Exception Sites taken by Mr Green.

**202.8 Primary Care Trusts**- The agenda for the meeting of 22nd July from 6pm to 9.30pm at Benson was noted.

**202.9 OCC** – Newsletter noted.

**202.10 Oxfordshire Community Partnership** – The launch of the Community Strategy taken by the clerk.

**202.11 Halliwells** - Application for transfer of justices' licence – The Wine Rack, Mill Street noted.

#### 04/203 Premium Bus Routes

Mr Rossiter verbally supplemented the technical notes provided by Faber Maunsell. The biggest issue appeared to be the proposals for the Witney Road/A40 junction. Following an in depth discussion the following proposals were moved:

1. No right hand turn out of Witney Road onto A40 proposed by Mr Hines and seconded by Mrs Jones. Motion passed by eight votes for with one against.
2. Replace existing pedestrian refuge with a new pedestrian crossing with signals proposed by Dr Wright and seconded by Mr Hines. Mr Green tabled an amendment that there should be no traffic lights. There was no seconder to the amendment. Original proposition was passed by eight votes for with one against.
3. No right hand turn from A40 into Witney Road for any vehicles, except buses proposed by Mr Mittell and seconded by Mrs Jones. Motion passed by six votes for with three against. Mr Green requested that it be minuted that he voted against the motion.
4. Eastbound bus stop moved eastwards to beyond the proposed pedestrian crossing proposed by Dr Wright and seconded by Mr Hughes. Motion passed by eight votes for with one against.

Other issues, long term include:

1. Traffic lights (controlled by buses) at the end of the Oxford Road, eastbound.
2. Bus lane to toll bridge
3. Maintenance of the new bus shelters.

The above to be discussed after the public consultation which is due to take place in September.

#### **04/204 Minutes of the Traffic Advisory Committee**

The following were noted:

1. Mill Street crossing to be implemented during the school holidays.
2. Mill Street/Spareacre Lane junction pelican crossing was subject to a delay.
3. More prominent car park signage required for Spareacre Lane, Hanborough Road, Witney Road and the Market Square. Mr Rossiter will make enquiries at West Oxfordshire District Council.
4. Repainting of road markings throughout the village required but in particular outside the school in Back Lane. The Clerk to contact Oxfordshire County Council Highways department.

#### **04/205 Dates of next meetings**

The next Parish Council meetings will be on the 3rd August 2004 at 7.30 pm and the 17th August 2004 at 7.30 pm.

**The meeting closed at 9.48 pm**

Date of Signing:

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 3RD AUGUST 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** Mr G Beach (Chairman)  
Mrs L Gerrans, Mrs M Jones, Mrs D Seeney  
Messrs. T Green, Mr N Hines, P Hughes, J Mittell, D Rossiter, Dr F Wright

**In Attendance:** J Heath (Clerk) and one member of the public.

**04/206 Apologies for Absence** – Apologies were received from Ms G Barwell, Mrs V Hughes, Ms J Minch

**04/207 Police Report**

Area Beat Officer Alan Robinson gave the crime figures for the months of June and July (total 83) as follows:

Making away without payment (service stations)	8
Distraction burglaries	2
Thefts	22
Burglaries from dwellings	2
Other burglaries	10
Criminal damage	9
Arson	7
Actual Bodily Harm	11
Interference with vehicles	1
Sexual act with a person under 16 years old	1
Public Order offence (S4)	1
Possession of dangerous drugs	1
Harassment	3
Drugs offences	3
Cruelty to children	1
Deception	1

ABO Robinson is holding a meeting regarding the arson attacks and it is hoped that some leads will arise from this.

**At this point Mr Green joined the meeting**

ABO Robinson then briefly reported on the travellers in the sports field and the two raids on houses in Merton Close and Mill Street.

He then reported that this would be his last attendance at a parish council meeting as he was being transferred to Witney. His replacement will be ABO Reg Nicolson.

The Chairman thanked him for all his efforts in the village and wished him well in his new appointment.

ABO Robinson then left the meeting.

**04/208 Minutes of the Meeting of 20th July 2004**

The minutes were agreed and signed by the Chairman as a true record.

**04/209 Clerk's Report**

**Item 2 – Oxfordshire Community Partnership** – the clerk reported that there was no action required by the council in respect of this publication

**Item 5 - The drain outside the Bartholomew Rooms** – it appears that this was now cleared by the heavy downpour of rain. However there were problems in Mill Street. The clerk to contact West Oxfordshire District Council.

**Item 7 - Meeting with Richard Dudding of Oxfordshire County Council** – Dates of meeting still to be confirmed.

**Item 8 – RoSPA and Allianz Cornhill play area inspections** - A meeting of the play area sub-committee is still required to decide on a rolling programme of repairs and replacement. Date to be confirmed.

**Item 11 – Premium Bus Route** – the clerk confirmed that the Bartholomew Rooms had been provisionally booked for the 16th, 17th and 18th of September for the public exhibition.

**Item 16 - Toilet Refurbishment** – the clerk had contacted Mr Pettifar of WODC but had not yet received a response.

**Item 23 – Sports Pavilion** – Three builders had taken up the offer to tender for the building works and documents would be sent out this week for return by the end of July. Meeting to be arranged between working party, clerk and architect for late August. Quote received for the work required on the fascias. Cost

3rd August 2004

for hardwood covering is in the region of £1700. Complete replacement in upvc is £2900. Further quote to be sought for complete replacement with hardwood.

**Item 24 – NPFA Lease** - This had now been received and ready for signature. The surrender of lease was with the solicitor and ready for collection.

#### **04/210 Urgent Business Raised with Prior Consent of the Chairman**

There was no urgent business.

#### **04/211 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Council's (Model Code of Conduct) Order 2001:

Dr Wright, Mr Mittell – Village Hall Management Committee (personal, non prejudicial)

Mr D Rossiter – West Oxfordshire District Council (personal, non prejudicial)

Mr T Green – Accounts (personal and pecuniary interest in agenda item 6)

#### **04/212 Finances**

##### **At this point Mr Green left the meeting.**

212.1 Proposed by Dr Wright and seconded by Mrs Gerrans that accounts in the sum of **££2,466.46**, as appended, are accepted. Motion passed unanimously. The cheques were then passed to Dr Wright and Mrs Gerrans for signature.

##### **Mr Green rejoined the meeting.**

212.2 The internal audit report (previously circulated), with the clerk's responses to the matters raised, was discussed. It was proposed by Mr Hines and seconded by Mrs Jones that the report and the clerks' action points be accepted. Motion passed unanimously.

#### **04/213 Items raised by Members of the Public – Standing Orders were suspended at this point.**

213.1 Mr Harry Brown stated that he would be attending the police meeting on the arson event. He would also be writing again to the government in respect of CCTV. He also hoped that Eynsham would be getting community support officers as in Abingdon.

213.2 Mr Hines reported that Don Ramsay of Newland Street had made a complaint that the scaffolding outside "The Elms" and the builder's lorry were obstructing the pavement. The Clerk will report this to Oxfordshire County Council

##### **Standing Orders were resumed at this point.**

#### **04/214 Planning**

##### **214.1 Planning Decisions**

The following applications, given conditional planning permission, were noted:

W04/1178 9 June 04 Demolish existing sunroom and erect single storey extension to rear elevation. 19 Dovehouse Close

W04/1159 4 June 04 Erection of two non-illuminated free standing signs Siemans Magnet Technology, Wharf Road

##### **214.2 Planning Applications**

W04/1441 15 July 04 Remove existing garage. Alterations and extensions to include addition of first floor level and new conservatory. 56 Beech Road

Proposed by Dr Wright and seconded by Mr Hughes that there be **no objection** to the application. Motion passed by seven votes for with two abstentions.

8.5/4004/2 11 June 04 Development of a waste recycling centre at an existing civic amenity site Land adj. to Dix Pit Stanton Harcourt

Proposed by Mr Green and seconded by Mrs Jones that there be **no objection** to the application. Motion passed unanimously.

W04/1459 15 July 04 Remove existing stonesfield slates and replace with blue slates on rear extension. 6 High Street

Proposed by Dr Wright and seconded by Mr Hines that there be **no objection** to the application. Motion passed by seven votes for with two abstentions.

W04/1466 20 Jul 04 Erection of conservatory to NW elevation 48 Old Witney Road  
Proposed by Mrs Seeney and seconded by Mr Green that there be **no objection** to the application. Motion passed by seven votes for with two abstentions.

#### **04/215 Correspondence**

**215.1 John Gaunt & Partners** - Transfer application for liquor licence re. The Beefeater, Old Witney Road noted.

**215.2 Carers' Focus** - Newsletter noted.

**215.3 Kompan** - Details of play seminar programme noted

**215.4 WODC** Cabinet Decisions taken by the Chairman

**215.5 Hazel Hoffler** Letter in respect of the mis-use of the cricket nets at Bartholomew School discussed.

Agreed that the letter should be copied to the school and ask if they have any suggestion which could alleviate the problem. Confirmed that it would be difficult to find some-where on parish land for cricket nets. Letter to be sent Mrs Hoffler explaining the above.

**215.6 Nick Hines** – Agreed that the council should support application for two nominations for National Playing Fields Association President's Certificates.

**215.7 The Boundary Committee** - Periodic Electoral review of Oxfordshire County Council noted.

**215.8 OCC** - A40 Wolvercote Oxford temporary road closures noted.

**215.9 Ian Keeley** – Correspondence regarding the proposals for the security of the car park noted. Agreed that the clerk should copy all correspondence and relevant lease and deed of exchange details to members for consideration at the next meeting.

**215.10 Allan Blackwell** – email in respect of provision of Astroturf for the community to be referred to the Playing Field Managers Committee.

#### **04/216 Matters Arising from Hanson's Exhibition on gravel extraction**

1. Comments from the public provided by Dr Wright. He will also be commenting on the high landscape value in the local plan.
2. Mr Rossiter commented on the trip around the Cassington site. He felt that the worrying issues were not as bad as he thought. Lorries would be using the Cassington access and a conveyor belt transporter was very quiet. The dust was minimalised as the gravel was damp.
3. Dr Wright commented that the infill would be coming in by lorry.
4. Mr Rossiter commented that it was obvious that gravel extraction would be happening sooner or later so was there any advantage to delaying it? The community should be looking at the potential advantages. Village projects could benefit.

Agreed that there is nothing further the parish council can do, other than keep a watching brief, until a planning application is received.

#### **04/217 Dates of next meetings**

The next Parish Council meetings will be on the 17th August 2004 at 7.30 pm and the 7th September 2004 at 7.30 pm.

The Finance Committee meeting will be held on Tuesday 10th August at 8pm in the Upper Bartholomew room.

**The meeting closed at 9.10 pm**

Date of Signing:

3rd August 2004

**AT THE PARISH COUNCIL MEETING OF EYNSHAM PARISH COUNCIL  
HELD ON TUESDAY 17TH AUGUST 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNSHAM**

**Present:** Mr G Beach (Chairman)  
Mrs L Gerrans, Mrs V Hughes, Mrs M Jones  
Messrs. T Green, Mr N Hines, P Hughes, J Mittell, Dr F Wright

**In Attendance:** J Heath (Clerk) and one member of the public.

**04/218 Apologies for Absence** – Apologies were received from Ms G Barwell, Ms J Minch, Mr D Rossiter

**04/219 Minutes of the Meeting of 3rd August 2004**

The Minutes of 3rd August were agreed and signed by the Chairman as a true record.

**04/220 Clerk's Report**

**Item 5 - Meeting with Richard Dudding of Oxfordshire County Council** – Dates of meeting confirmed as 9th September.

**Item 6 – RoSPA and Allianz Cornhill play area inspections** - A meeting of the play area sub-committee is still required to decide on a rolling programme of repairs and replacement. Date to be confirmed.

**Item 9 - Bins and benches** – agenda item for next meeting.

**Item 10 – Teenage facilities** – WODC consultation form completed by clerk.

**Item 13 - Toilet Refurbishment** – Response received – matter in hand.

**Item 23 – Sports Pavilion** – Two tenders received back – third to be submitted by end of week (20th August). Costs within expected budget costs. Three quotes now received regarding fascias.

**Item 24 – NPFA Lease** – The surrender lease received and ready for signature. Solicitor making minor adjustments to replacement lease.

**04/221 Urgent Business Raised with Prior Consent of the Chairman**

There was no urgent business.

**04/222 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Council's (Model Code of Conduct) Order 2001:

Dr Wright, Mr Mittell – Village Hall Management Committee (personal, non prejudicial).

**04/223 Finances**

223.1 Proposed by Dr Wright and seconded by Mr Mittell that accounts in the sum of £**5,707.53**, as appended, are accepted. Motion passed unanimously. The cheques were then passed to Dr Wright and Mr Mittell for signature.

223.2 The amended accounts, following recommendations from the internal auditor, and the annual return were presented. It was proposed by Mr Hines and seconded by Mrs Jones that the accounts and annual return be adopted. Motion passed unanimously. The documents were duly signed by the Chairman and the clerk.

**04/224 Items raised by Members of the Public – Standing Orders were suspended at this point.**

The Chairman welcomed Mr Chris Roles and invited him to speak. Mr Roles explained that he had been invited as an observer with a view to volunteering for the parish council vacancy. He has lived in the village for 40 years and would like now to put something back into the community.

The Chairman thanked Mr Roles.

**Standing Orders were resumed at this point.**

**04/225 Planning**

**225.1 Planning Decision**

The following applications given conditional planning permission, was noted:

W04/1170 11 June 04 Demolition of existing semi detached dwelling. Erection of new detached dwelling. 1 City Farm Cottages

## 225.2 Planning Application

W04/1510 15 July 04 Erection of rear conservatory

45 Evans Road

Proposed by Mr Green and seconded by Mr Hughes that there be **no objection** to the application. Motion passed by seven votes for with one abstention.

### 04/226 Correspondence

**226.1 WODC** - Cabinet Decisions of 4th August 2004 taken by the Chairman

**226.2 WODC** – application for variation of the Red Lion Public Entertainments Licence and letters from residents, Mr and Mrs Mitchell and Mrs Deborah Lake were discussed at length.

It was proposed by Mr Hines and seconded by Mr Hughes that the status quo should remain and that the licence should be granted subject to the noise limiter being used at all times and the doors remaining shut.

An amendment was proposed by Mr Green that the application should be refused and that the closing time be returned to 11 pm. The amendment was lost by four votes for and five votes against, the Chairman casting his vote against.

The original amendment was passed by four votes for, three against with one abstention.

**226.3 F B Atkins** – The request to waive the charges for the booking of the lower Bartholomew Rooms for the Abbey celebrations for the period 2nd to 13th May 2005 was discussed at length. It was proposed by Mr Hines and seconded by Mr Hughes that there be no charge for the hire of the room as the History Group is a non profit making organisation. Motion passed by 8 votes for with one abstention.

Dr Wright and Mr Green declared a personal and prejudicial interest in the following item.

**226.4 Mrs Doreen Hockedy** –The request for the booking of the Market Square and possible grant aid for the Medieval Craft Fair on 23rd July 2005 was discussed at length. It was proposed by Mr Hines and seconded by Mr Hughes that there be no charge for the use of the market square and the lower Bartholomew Room for this event but that grant aid would not be considered as the users were commercial and not charitable. Motion passed by three votes for with three abstentions.

**226.5 WODC** - Licensing Act 2003. The change in law was noted.

**226.6 OCC** – The Oxfordshire Fire Authority's Integrated Risk Management Plan and Action Plan was noted.

**226.7 ORCC** - Village Hall Newsletter, Lottery funding, risk assessment, Licensing Act, DDA, Buying for your hall all tabled for those interested.

### 04/227 Deed of Grant between Parish Council, Scouts and the Village Hall Management Committee

On the advice of the Solicitor this item was deferred for discussion at a future meeting.

### 04/228 To consider a response to the proposed changes to Regional Planning Guidance for the South East Report

As this had not yet been seen by all members this item was deferred to the next meeting. Dr Wright, Mr Mittell and Mr Green to be circulated and the document to be returned to the clerk by the weekend.

### 04/229 To accept the report of the Finance Committee

The Chairman supplemented the report in the following areas:

#### 229.1 Financial update and reporting

The sub committee had discussed the financial reporting and felt that the most efficient and easiest format would be to give an up to date position using the precept spreadsheet. This to be produced on a quarterly basis.

#### 229.2 Earmarked reserves and long term projects

The sub-committee had approved the earmarked reserves and the only recommendation to be made was that the play equipment reserve precept for 2004/05 should be split to have 50% for a teenage facility reserve.

#### 229.3 Eynsham Directory

Agreed that the volunteer be approached to take this on, with Mrs Hughes dealing with the website format. The council to underwrite any costs not covered by advertising.

17th August 2004

#### **229.4 Risk Management**

This had been considered by the sub committee and minor adjustments had been made. The document was available for all members, if required.

#### **04/230 Exclusion of the Public**

The Chairman proposed and Mr Green seconded a resolution that the public be excluded from the meeting the consideration of by reason of the confidential nature of the business to be transacted under Section 2 of the Public Bodies (Admissions to Meetings) Act 1960. Motion passed unanimously.

#### **04/231 Staff Contracts and Salaries**

Proposed by Mr Hines and seconded by Mrs Gerrans that the Finance Sub-committee's recommendations be approved en bloc. Motion passed unanimously.

Recommendations:

1. £5000 from play area earmarked funds to be set aside in a separate fund for teenage facilities.
2. Clerk's contract to be amended.
3. Accounts Administrator to be given an additional year's fixed term contract and an increase in hours from 24 to 32 per month, to be reviewed annually. Accounts Administrator's contract to be amended to reflect additional duties.
4. Clerk's salary scale to be increased by one incremental point to 24 on the scale, in recognition of completion of HCert in Local Policy course, as recommended by the NALC and SLCC and backdated to April 2004.
5. Recommendation of 2.755% increase for other staff in accordance with recommendation by the NALC and SLCC. All above to be backdated to April 2004.
6. Car allowance to be increased in accordance with the OALC/SLCC recommendations.
7. Market Square hiring charges to be £12 per pitch for village organisations, £24 per pitch for non-village organizations and free to charities on production of charities number or evidence of charitable donations.

#### **04/232 To consider quotes for replacement/repair of fascia at sports pavilion**

All three quotes were discussed and it was proposed by Mr Hines and seconded by Dr Wright that the quote from DRS be accepted. Motion passed unanimously.

#### **04/233 Dates of next meetings**

The next Parish Council meetings will be on the 7th September 2004 at 7.30 pm and the 21st September 2004 at 7.30 pm.

The meeting closed at 8.55 pm

**Gordon Beach**

Date of Signing: **7 September 2004**



**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 7TH SEPTEMBER 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** Mr G Beach (Chairman)  
Ms G Barwell, Mrs L Gerrans, Mrs M Jones, Mrs D Seeney  
Messrs. T Green, Mr N Hines, J Mittell, Mr D Rossiter, Dr F Wright

**In Attendance:** J Heath (Clerk) and one member of the public.

**04/234 Apologies for Absence** – Apologies were received from Mr P Hughes, Mrs V Hughes, Ms J Minch,

**04/235 Minutes of the Meeting of 17th August 2004**

The Minutes of 17th August were agreed and signed by the Chairman as a true record.

**04/236 Clerk's Report**

**Item 9 Bins and benches** Working party of Mrs Seeney Mrs Jones and the clerk to draw up a list of requirements and costs.

**Item 11 – Fishponds** the clerk confirmed that the £500 allocated by the council in respect of this project was for this current year and that no further amounts had yet been decided on.

**Item 24 – NPFA Lease** – The surrender lease received and ready for signature. Solicitor making minor adjustments to replacement lease.

**Item 23 – Sports Pavilion** – A meeting of the Senior Committee was called by the Chairman to make an urgent decision in respect of the contractor to be used. The lowest was decided on depending on the timescale involved. The architect contacted the first choice but he was unable to start the work until October: The second choice was appointed. Work to commence Wednesday 8th September.

**04/237 Urgent Business Raised with Prior Consent of the Chairman**

There was no urgent business.

**04/238 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Council's (Model Code of Conduct) Order 2001:

Dr Wright, Mr Mittell – Village Hall Management Committee (personal, non prejudicial).

Mr Rossiter) West Oxfordshire District Council

**04/239 Finances**

The clerk clarified the amounts in respect of the utilities and, in particular, the high water charges for the pavilion and the allotments. Proposed by Dr Wright and seconded by Mr Green that accounts in the sum of **£1,806.32**, as appended, are accepted. Motion passed unanimously. The cheques were then passed to Dr Wright and Mr Green for signature.

**04/240 Items raised by Members of the Public – Standing Orders were suspended at this point.**

Mr H Brown noted that PC Robinson was leaving the village to take up a new post in Witney. He requested that the council give consideration to recognizing the hard work done by PC Robinson in Eynham. Agreed that a letter of thanks be sent. The Chairman thanked Mr Brown for his comments.

Mrs Seeney pointed out that the wheelie bins being parked outside the Bartholomew Rooms by local residents were now becoming unsightly. Agreed that sticky labels should be affixed to the bins requesting that they be removed.

**Standing Orders were resumed at this point.**

**04/241 Planning**

**241.1 Planning Decisions**

The following applications given conditional planning permission were noted:

W04/1361	5 July 04	Erection of 2 storey side extension and front porch to form self contained granny annex. Alterations to existing access to create additional parking spaces.	71 Witney Road
W04/1441	15 July 04	Remove existing garage. Alterations and extensions to include addition of first floor level and new conservatory.	56 Beech Road

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W04/1286	23 June 04	Alterations to existing extension including removal of existing flat roof and replace with pitch roof to side extension.	6 Queen's Lane
W04/1459	15 July 04	Remove existing stonesfield slates and replace with blue slates on rear	6 High Street
W04/1466	20 July 04	Erection of conservatory to north west elevation	48 Old Witney Road

#### 241.2 Planning Applications

W04/1620	8 Aug 04	Change of Use from Bank (Class A2) to part Retail (Class A1) and part Café (Class A3).	32-34 Mill Street
Proposed by Mrs Seeney and seconded by Mr Hines that there be <b>no objection</b> to the application. Motion passed by ten with one abstention.			
W.07/04	31 Aug 04	Planning (Listed Buildings and Conservation areas) Regulations 1990 Demolition and removal of small generator house extension and installation of new doorway into history/IT classroom areas	Bartholomew School
W.08.04	31 Aug 04	Planning (Listed Buildings and Conservation areas) Regulations 1990 Proposed retiling of tiled pitched roof using salvaged tiles on front elevation and "eternity" Hawkins tiles on rear elevation. Repoint open joints on chimney stacks with lime mortar, check and overhaul leadwork, re-use existing ridge units and overhaul, redecorate and reseal. Reinstate any damaged lathe and plaster ceilings.	Bartholomew School
Proposed by Mrs Gerrans and seconded by Mrs Jones that there be <b>no objection</b> to the two applications. Motion passed unanimously.			

#### 04/242 Correspondence

- 242.1 **West Oxfordshire Watch** - Neighbourhood watch newsletter of Summer 2004 noted.
- 242.2 **Government Office for S E** - Queen's award for voluntary service noted.
- 242.3 **OCC** - Local Transport Plan – Annual Progress Report for 2004 taken by Mr Hines.
- 242.4 **WODC** - Community Sports Coach Scheme taken by Mr Hines.
- 242.5 **WODC** - Parish Link magazine noted.
- 242.6 **WODC** - Network news noted.
- 242.7 **Office of the DPM** - Consultation of a draft code of conduct for local government employees and review of restrictions on the political activities of local authority employees and pay of political assistants to be dealt with by the clerk.
- 242.8 **WODC** - Licensing Roadshow on Wednesday 13th October from 7pm noted.
- 242.9 **OALC** - Thames Waterway Plan Consultation on Wednesday 22 September at Kennington taken by Mr Mittell.
- 242.10 **OCC** - Guide to road safety in Oxfordshire 2004 noted.
- 242.11 **WODC** - Need for Affordable Homes in Eynsham for local people. Letter from Ms Sharratt, Head of Housing Services read out. Agreed that Ms Sharratt should be invited to the next parish council meeting. Ms Barwell noted that the council's survey did not "identify" a need but noted a "level of support" for affordable housing.
- 242.12 **RadcliffesLeBrasseur** - Application for Off-Licence from the Cornucopia Deli, High Street noted.
- 242.13 **WODC** - West Oxfordshire Area Forum Meetings on Monday 22 November 2004 noted. This item to be returned to the next meeting for details of questions to be raised at the meeting. The Chairman and Ms Barwell to attend, dependent on the time of meeting.

#### 04/243 Application for consideration as Parish Councillor – Mr Roles

The clerk read out the letter of application from Mr Roles, which detailed his qualifications and interests. It was proposed by Mr Green and seconded by Dr Wright that Mr Roles' application be accepted. Motion passed unanimously.

#### 04/244 Local Plan – report from Mr Rossiter; Structure Plan – Dr Wright

244.1 Local Plan Mr Rossiter reported on the submissions made by two of the three developers for housing in Eynsham. The western development was for a maximum of 280 houses with access from the Old Witney Road. OCC have confirmed that part of the school playing fields are surplus to requirement. The Station Road development went to appeal in 1990 but this was dismissed. The developers are [prepared to pay for an archeological survey before building and would be guided by the results of this.

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The eastern development is due to be discussed next week.

Mr Rossiter stated that the Parish Council's objections in respect of gravel and the GTE were agreed by the inspector. The housing policy remained unchanged in respect of the West Oxfordshire District Council policies.

The Area of Landscape Value would be followed up by Dr Wright.

#### **244.2 Structure Plan**

Dr Wright confirmed that he was unable, as Chairman of the Gravel Committee, to speak at this enquiry. However, he has the opportunity to put a written submission with 30 copies. Mr Mittell was the designated representative of the Parish Council.

Mr Mittell would still like to attend the enquiry but had some misgivings that he was as knowledgeable as Dr Wright. If Dr Wright were to represent the Parish Council, the previous decision would need to be rescinded. The clerk to ascertain if Oxfordshire County Council would accept a change in representative. Mr Mittell to confirm with the clerk if he wishes to remain the representative within the week.

#### **04/245 Report on Fishponds project**

The clerk reported that this would be deferred to the first October meeting. Mrs Hughes had reported that a very useful meeting had taken place and details of this would be reported at the October meeting.

#### **04/246 Report from the Village Hall Management Committee**

The following was reported by Dr Wright:

- Cooker now satisfactory.
- £240 spent on a water conditioner to reduce lime scale.
- Mr P Jones of the Queen's Head will be appointed as licensee.
- Hiring conditions to be amended to ensure that temporary licences from West Oxfordshire District Council are not applied for without prior permission from the Village Hall Management Committee.
- The police had placed an alarm on the building without permission. Proposed by Ms Barwell and seconded by Mr Hines that the Village Hall Management Committee ascertain why this is required before permission is given.

The Chairman reported that there had been a "round table" discussion with representatives of the scouts and the village hall management committee. A proposal had been put forward and there were ongoing discussions but there was, to date, no resolution. The Chairman confirmed that he had decided that this would not be put on the agenda for discussion until an agreement had been reached.

#### **04/247 Dates of next meetings**

The next Parish Council meetings will be on the 21st September 2004 at 7.30 pm and the 5th October 2004 at 7.30 pm.

**The meeting closed at 9.05 pm**

Date of Signing:

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 21ST SEPTEMBER 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** Mr G Beach (Chairman)  
Mrs L Gerrans, Mrs D Seeney  
Messrs. T Green, Mr N Hines, J Mittell, C Roles, D Rossiter, Dr F Wright

**In Attendance:** J Heath (Clerk) and one member of the public.

**04/248 Apologies for Absence** – Apologies were received from Ms G Barwell, Mr P Hughes, Mrs V Hughes, Mrs M Jones  
Ms J Minch

**04/249 Declaration of Acceptance of Office**

Mr Chris Roles signed his Declaration of Acceptance of Office, which was countersigned by the Clerk. The Chairman welcomed Mr Roles to the Council.

**04/250 Minutes of the Meeting of 7th September 2004**

The Clerk confirmed the prior amendments to the minutes. The Minutes of 7th September were agreed and signed by the Chairman as a true record.

**04/251 Clerk's Report**

**Item 2 Bollards – John Lopes Road and Market Square** – Confirmation received from Mr Wilson of Oxfordshire County Council that the making safe of these was in hand.

**Item 3– Affordable Housing** – Mrs Sharratt and Mr Tucker of West Oxfordshire County Council had not been able to attend this meeting and the clerk will arrange another date as soon as possible.

**Item 9– Meeting with Mr R Dudding** – This had been useful and matters covered included affordable housing, local plan, waste disposal, consultation procedures, parish plans and long term planning. Mr Dudding would arrange a meeting between representatives of the Parish Council, West Oxfordshire District Council, Oxfordshire County Council and the Oxfordshire Rural Community Council.

**Item 10 – Play Area sub-committee report** – The report of the meeting and the work schedule (previously circulated) were noted.

**Item 16 – Toilet Refurbishment** – Mr Pettifar of West Oxfordshire District Council has been contacted to arrange a presentation to the council in October.

**Item 21 – Mill Street Traffic Calming** – Mr Wilson of Oxfordshire County Council has been approached for an update on this.

**Item 24 – NPFA lease transfer** – This has now been received and will be signed by the Chairman and Vice-Chairman.

**04/252 Urgent Business Raised with Prior Consent of the Chairman**

There was no urgent business.

**04/253 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Council's (Model Code of Conduct) Order 2001:

Dr Wright, Mr Mittell – Village Hall Management Committee (personal, non prejudicial).

Mr Rossiter - West Oxfordshire District Council

**04/254 Finances**

**254.1** Proposed by Dr Wright and seconded by Mrs Gerrans that accounts in the sum of **£2,241.92** as appended, are accepted. Motion passed unanimously. The cheques were then passed to Dr Wright and Mrs Gerrans for signature.

**254.2** The Chairman drew attention to the new quarterly report, as devised by the Accounts Administrator. He requested that comments on the content and format should be brought to the next meeting.

**Mr Mittell joined the meeting at this point**

**04/255 Items raised by Members of the Public – Standing Orders were suspended at this point.**

Mr R Treadwell brought up the following items:

1. The proposal for a “no right turn” into the Witney Road. The Chairman confirmed that OCC would be having an exhibition in the lower Bartholomew Room on 14th, 15th, 16th October. Details of times would be in the next issue of the Echo.
2. The broken post in John Lopes Road. It was confirmed that this had been reported to OCC Highways and it was on the list to be done. Mr Treadwell pointed out that this was very dangerous. The clerk to point this out, once again, to the highways department.
3. It was confirmed that the application for a café/shop had been received in respect of 32-34 Mill Street.
4. Oxford Road car park (north side). This was in a very poor state. The Chairman agreed and said that unfortunately the experts’ advice had been taken originally on this matter and the council had been assured that it would be robust. This matter would be dealt with as soon as funds were available.
5. Headstones in the churchyard. It was noted that this was a health and safety issue but the responsibility is ultimately that of the church. This led to a general discussion on insurance matters.

The Chairman thanked Mr Treadwell for his comments, which would be acted on where applicable.

**Standing Orders were resumed at this point.**

**04/256 Planning**

**256.1** Planning Decisions

The following application given conditional planning permission was noted:

W04/1510 15 July 04 Erection of rear conservatory 45 Evans Road

**256.2** Planning Applications

W04/1732 29 Aug 04 Erection of 2 storey rear extension 63 Mill Street  
Proposed by Dr Wright and seconded by Mrs Seeney that there be **no objection** to the application. Motion passed by ten with two abstentions.

W04/1753 28 Aug Formation of loft conversion to dwelling with dormer window on South elevation Chilbrook Cottage Station Road  
Proposed by Mrs Gerrans and seconded by Mr Hines that there be **no objection** to the application. Motion passed by ten with one abstention

**04/257 Correspondence**

**257.1 Heather Horner** - The letter regarding the maintenance of the trees bounding the allotments was discussed. The Clerk to ascertain the ownership of the first two requiring attention and to arrange for a tree surgeon to deal with those that are the responsibility of the parish council. H & S issues to be discussed with Mr Robin Saunders.

**257.2 Community Action Group** – Newsletter noted.

**257.3 WODC Area Forum meetings** – Items to be raised to include H & S; youth provision; affordable housing for people with local connections (not to be confused with rural exception sites).

**257.4 WODC** – Cabinet decisions for 8th September 2004 taken by the Chairman

**257.5 OCC** – Tourism signs in respect of The Talbot Inn. After discussion the following motion was tabled by Mr Hines and seconded by Mr Rossiter: “That the sign on the Oxford Road should not be erected but all others agreed”.

An amendment was tabled by Mr Green and seconded by Mr Mittell “that the sign on the Oxford Road and the sign on the toll bridge road not be erected but others agreed”.

A second amendment not to have any signs was proposed by Dr Wright but failed due to there being no seconder. Amendment passed by four votes for; three against with one abstention.

**257.6 Examination in Public of the Structure Plan** – the documentation for this was passed to Mr Mittell who would be representing the council at this.

**257.7 John Welch and Stammers** -Confirmation that the solicitor would take no further action in the matter of access to the village hall, until instructed by the clerk, was noted.

**257.8 Marie Lewington** – Letter of resignation accepted. Clerk to write to Mrs Lewington

**257.9 John Pounder** – Change in respect of practice sessions for Motocross noted. To be put in the Echo and on the website

**257.10 OPFA** – Details of the AGM passed to Mr Hines.

**257.11 NALC** - Proposed by the Chairman that the Clerk attend the annual conference at Scarborough as part of the commitment to aim for Quality Parish Status. Agreed by six votes for, one against and one abstention.

**04/258 Local Plan – report from Mr Rossiter**

The eastern development had been discussed. The proposition was for 110 houses with access off the eastern bypass. There would be no highway access into the village but one footpath would be provided via The Bitterell. There had been some discussion on an improvement of the access into the village and the lighting on the entrance from the bypass. Screening of the site was also discussed.

The inspector would give his report in the new year.

Dr Wright felt that there had been lack of local knowledge. Observers could make objections through the officers of West Oxfordshire District Council and he had done this.

**04/259 Meeting with TVP Traveller Liaison Officer**

The Chairman drew attention to the recommendations made by Inspector Robinson and his colleague to make the two playing fields secure from any further visits. These would be discussed by the Playing Field Managers at their next committee meeting. To be put on the agenda for the next meeting.

**04/260 Waste Management meeting at OCC**

The Clerk reported on the presentation by The Environmental Change Institute, OCC and a senior waste management consultant in environmental resources management.

Diverse ways of dealing with waste were discussed and the targets required to reduce landfill confirmed. Although the discussions were informative it was felt by the majority of those taking part that there was still insufficient information on advantages and disadvantages given in respect of some of the options – in particular incineration. Generally it was hoped that this information would be forthcoming and that decisions should not be taken until these public consultation meetings were taken down to the grass roots. Publicity in respect of the consultations had not been very good.

**04/261 Dates of next meetings**

The next Parish Council meetings will be on the 5th October 2004 at 7.30 pm and the 19th October 2004.

**The meeting closed at 9.07 pm**

**G D B each**

Date of Signing: **5th October 2004**

**THE PARISH COUNCIL MEETING OF EYNSHAM PARISH COUNCIL  
HELD ON TUESDAY 7TH JUNE 2005 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNSHAM**

**Present:** Mr G Beach (Chairman)  
Ms G Barwell, Mrs L Gerrans, Mrs E Graham, Mrs V Hughes, Mrs M Jones, Mrs D Seeney  
Messrs. P Dhesi, T Green, N Hines, P Hughes, J Mittell, C Roles, D Rossiter Dr F Wright

**In Attendance:** J Heath (Clerk) and two members of the public

**05/131 Apologies for Absence** – There were no apologies for absence.

**05/132 Minutes of the Meeting of 17th May 2005**

The Minutes were amended at 05/115 amend from Mr Hughes to Mr Dhesi and at Minute 116 to insert “seconded by Mr Hines” after “Cllr. Rossiter proposed”. The minutes were then signed by the Chairman as a true record.

**05/133 Clerk’s Report**

Item 2 – Play area report – The Clerk reported that it is recommended by the Oxfordshire Playing Fields Association that a report on the inspections of the play areas should be made at each meeting and minuted. This is required for insurance purposes and to provide an audit trail.

Item 3– Membership of BTCV - Request for Mrs Hughes to attend training with BCTV on “leading teams safely” for the Abbey fishponds project. The annual subscription is £25 and the cost of the training £30. After discussion, it was proposed by Mr Green and seconded by Mr Roles that the cost of the course and membership be approved. Motion passed by thirteen votes for with one against.

Item 4 – Carnival Committee – The Clerk reported a request from the Secretary of the Carnival Committee that they have access to the storage sheds at the pavilion in order to check their equipment. It was also requested that they have keys to the property and access to the security code. It was decided that pre-arranged access should be given but that keys and security codes should not be made available.

Item 5 – Sewer adoption in Beech Road, Millmoor Crescent and Hawthorne Road – The sewers were now completed and residents want them to be adopted by Thames Water. It has been requested that the Parish Council deal with the adoption en bloc, providing it results in no cost to the Council. Agreed that the Clerk should make enquiries.

Item 6 – Cancer Ribbon Walk – Volunteers requested to distribute village leaflets to the participants in the walk at the rest point by the fishponds on 25th June. Messrs. Hines, Green, Roles, Mittell and Dr Wright volunteered.

Item 7 – Notice Boards – DRS have agreed to quote for the works involved.

Item 8 – Kubota – The Clerk reported that this was almost at the end of its life and would like input into the type of vehicle to replace it. A small trailer had been purchased for the staff for carrying tools.

Item 13 – Village leaflet – The leaflet has now been distributed. A letter of thanks to go to Mr Nick Page when account received.

Item 20 – Directory – This is now finished and will be delivered within the next week or two...

**05/134 Urgent Business Raised with Prior Consent of the Chairman** - There was no urgent business to discuss.

**05/135 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Councils (Model Code of Conduct) Order 2001:

Dr F Wright, Cllr. Mrs E Graham Mr P Dhesi, Mr J Mittell - Village Hall Management Committee

Mr D Rossiter – West Oxfordshire District Council

Mr T Green, Mr P Hughes - personal interest in agenda item 6 – Finance.

**05/136 Finances**

**Messrs. T Green and P Hughes left the meeting**

Motion proposed by Dr Wright and seconded by Mrs Gerrans that accounts in the sum of **£2,450.08**, dated 24th May 2005 and **£5,131.65**, as appended, be accepted. The cheques were then passed to Cllr. Dr Wright and Cllr. Mrs Gerrans for signature. Motion passed unanimously.

7th June 2005

## 05/137 Items Raised by Members of the Public – Standing Orders were suspended.

137.1 Mr Harry Brown commented on the green waste collection by West Oxfordshire District Council. He remarked that he would be sending a letter to the Prime Minister and Home Secretary in respect of police staffing.

137.2 A gentleman who is the Chairman of the Doorman Association commented on CCTV. He also remarked on the lack of police back up when there is trouble in the square. He also explained the new licensing requirements.

137.3 Mr Green reported that Mr Donald Coleman of Acre End Street was concerned over young girls climbing the new bus stop signs.

**Standing Orders were resumed.**

## 05/138 Planning

### Planning Applications

W05/0731 21 April 05 Change of Use from agricultural to storage (retrospective) Barn at Cassington Rd

This application had been referred to the full Council as the sub-committee was unhappy about the change of use leading to a further one for development at a later date. Following a full discussion a motion was proposed by Cllr. Dr. F Wright that there be **no objection** to this application. The motion was seconded by Cllr. P Hughes. Motion passed ten votes for, one against and two abstentions.

W05/0762 20 Apr 05 Erection of 3 storey dwelling with associated car parking. Land adj. 36 Evans Rd  
Re-instate garage to No. 36

This application was referred to the full Council as the sub-committee had anxieties regarding the additional parking in this street. Emergency access would be difficult. Following a full discussion a motion was proposed by Cllr. Dr Wright that “the Parish Council **object** to this application in view of the congestion already experienced in this narrow road which would be exacerbated by the development and result in a safety hazard for access for emergency and service vehicles. It is considered that the proposed development would result in overdevelopment of this particular area and be detrimental to the street scene.” The motion was seconded by Cllr. P Hughes. Motion passed by eleven votes for with two abstentions.

## 05/139 Correspondence

129.1 **OCC** - A40 Service Station (prohibition of Right Turn) Order 2005 noted.

129.2 **WODC** – Sport and Leisure Development Strategy consultation. Agreed that a letter should be sent to West Oxfordshire District Council asking “in the light of the sports development at Bartholomew School, The Parish Council would like to know what role West Oxfordshire District Council will play in helping to ensure community access.

129.3 **OCC** - Proposed Modifications to the Policies in the Deposit Draft Plan. To be on the agenda for next meeting.

129.4 **Neighbourhood Care** Scheme – Letter of thanks for grant aid noted.

## 05/130 Dates of Next Meetings

The next Parish Council meetings will be on the 7th June 2005, with the 21st June 2005 as a standby meeting. To be noted that the meeting with Ms Lesley Sherratt and Mr Andrew Tucker of West Oxfordshire District Council on Affordable Housing will be at 7pm on the 24th May 2005, followed immediately by a Finance meeting at 8 pm.

**The meeting closed at 9.37 pm**

Date of Signing:

7th June 2005



**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 19TH OCTOBER 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** Mr G Beach (Chairman)  
Mrs L Gerrans, Mrs V Hughes, Mrs M Jones, Mrs D Seeney  
Messrs. T Green, N Hines, P Hughes, J Mittell, Dr F Wright

**In Attendance:** J Heath (Clerk) and two members of the public and ABO Gordon and Nick Mottram (Wychwood Project)

**04/277 Apologies for Absence** – Apologies were received from Ms G Barwell, C Roles, D Rossiter

**04/278 Police Report**

ABO Gordon Richardson gave his report as follows:

1. The churchyard had been patrolled regularly following the report of damage to the roof of the shed and the gathering of youths. There had been no incidents.
2. There had been two burglaries in Marlborough Close whilst residents were out. Cash only had been stolen.
3. There had been reports from two children that they had been approached by a male in a car in Back Lane car park, on two occasions. As the descriptions given by the children were not consistent, the report was felt to be dubious. The schools are aware and the police were patrolling at the school at the end of the school day.
4. ANPR checks (monitoring of car number plates) had been taken out on the A40. Several vehicles had been stopped, clamped and removed.

The Chairman thanked ABO Richardson for his report.

**04/279 Minutes of the Meeting of 5th October 2004**

**Mr Mittell joined the meeting.**

The minutes of the meeting were signed by the Chairman as a true record.

**Mrs Jones joined the meeting.**

**04/280 Clerk's Report**

**Item 4 Allotment trees** The Countryside Department of Oxfordshire County Council has confirmed that they have dealt with the fallen branch and also that the other trees posed no danger to the public and would not be dealt with at this time.

**Item 5 Bollards – John Lopes Road and Market Square** – Mr Wilson of Oxfordshire County Council confirmed that the two areas had been “made safe” and replacement bollards were awaited.

**Item 9 Gulley outside the co-op** Oxfordshire County Council Highways department have looked at this problem but are unable to do anything about it.

**Item 21 Village Hall** - The heating now appears to be working properly.

**Item 23 Mill Street Traffic Calming** – Mr Wilson of Oxfordshire County Council confirms that the work will commence beginning of November.

**Item 24 Pelican Crossing – Mill Street** - Mr Wilson of Oxfordshire County Council will ascertain where this is in the bidding schedule.

**Item 25 Sports Pavilion Refurbishment** – Quote for internal doors had been received. Proposed by Mrs Gerrans and seconded by Mr Paul Hughes that the quote for £2360.40 be accepted. Motion passed unanimously.

**04/281 Urgent Business Raised with Prior Consent of the Chairman**

There was no urgent business.

**04/282 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Council's (Model Code of Conduct) Order 2001:

Dr Wright, Mr Mittell – Village Hall Management Committee (personal, non prejudicial).

Mr Green – Accounts (personal and pecuniary)

**04/283 Finances**

**Mr Green withdrew from the meeting – Mr Hines joined the meeting.**

19th October 2004

**283.1** Proposed by Dr Wright and seconded by Mr Mittell that accounts in the sum of £**35,162.43**, as appended, are accepted. Motion passed unanimously. The cheques were then passed to Dr Wright and Mr Mittell for signature.

**Mr Green rejoined the meeting**

**283.2** The Clerk confirmed that the amount to date paid to the architect was £7,500. The Chairman reminded the members that the plans had been re-drawn twice – once due to funding not being available and the second time due to a viable partnership with West Oxfordshire District Council for the north side toilets. It is essential that plans are properly researched before employing an architect.

**04/284 Items raised by Members of the Public – Standing Orders were suspended at this point.**

Mrs Elizabeth Graham and Mr Paul Dhesi introduced themselves as potential Parish Councillors. Mrs Graham's application had been received and Mr Dhesi stated that he had lived in the village for two and a half years and would like to be more involved in the community. The Chairman welcomed them.

Matters brought up by the members included:

1. Query by Mrs Sue Chapman in respect of the corrugated roof of the Jolly Sportsman public house. It was confirmed that this had received planning permission and Mr Green would report this back to Mrs Chapman.
2. Mrs Chapman had requested that the stile in the field next to the Talbot public house be replaced by one which is easier. Mr Green would report back to her that she would need to contact Oxfordshire County Council in this matter.

**Standing Orders were resumed at this point.**

**04/285 Planning**

**285.1** The following applications have received conditional planning permission:

W04/1732	29 Aug 04	Erection of two storey extension	63 Mill Street
W04/1620	8 Aug 04	Change of Use from Bank (Class A2) to part Retail (Class A1) and part Café (Class A3).	32-34 Mill Street

**285.2** Applications

W04/1898	23 Sept 04	Removal of existing garage and erection of oak framed 3 bay garage	26 High Street
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Proposed by Mr Hines and seconded by Mrs Seeney that there be **no objection** to the application. Motion passed unanimously.

W04/1986	10 Sept 04	Conversion of loft to study/bedroom to include insertion of two rooflights	6 Thames Street
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Proposed by Mr Hughes and seconded by Dr Wright that there be **no objection** to the application. Motion passed unanimously.

**04/286 Correspondence**

**286.1Ms Julie Minch** – Resignation from the Parish Council noted with regret. A letter from the Council to be sent thanking Mrs Minch for her hard work and wishing her well in the future.

**286.2WODC** – Cabinet Decisions of the 13th October 2004 taken by the Chairman.

**286.3A J Keane** – It was agreed that an article in respect of fly tipping would be put in the Echo newsletter as well as one in respect of the responsibilities of land owners to keep vegetation cut back where adjacent to public footpaths or pavements. With regard to the speeding traffic in Mill Street and Witney Road, the clerk would write to Mr Keane setting out the Thames Valley Police's policy on speed restrictions.

**286.4Colin Carritt** – The letter informing the council of the retirement of Mr Carritt from the Oxfordshire County Council's Highways department was noted. The clerk to respond.

**286.5Gareth Alty, John Welch and Stammers, solicitors** – The letter informing the council of the retirement of Mr Ian Welch, due to ill health was noted. The clerk to respond. The Chairman felt that the council's legal advisers should now be reviewed.

**286.6WODC - Parish Allowances** - There is an opportunity for the Parish Council to review its policy on allowances. Proposed by Mr Green and seconded by Mr Hines that the Parish Council confirm its previous decision not to take allowances other than for reimbursement of travel and expenses incurred. Motion passed unanimously.

**286.7WODC – Standards Board Guidance** – the clerk read out the updated guidance relating to membership of the Freemasons. This was noted.

19th October 2004

- 286.8ORCC** – Details of the Annual General meeting of the Oxfordshire Rural Community Council on 24th November at 10.15 am noted. Newsletter and details of the Best Kept Village competition also noted.
- 286.9OALC - Newsletter** of the Oxfordshire Association of Local Council's noted. Details of Rural Strategy, Services and Planning; Code of Conduct for employees; Risk Assessment noted.
- 286.10OCC** – October newsletter noted.
- 286.11T W W Wood - Letter** in respect of provision of bins at the new bus stops close to the Talbot Inn was noted. The clerk to respond to Mr Wood that as the premium bus route was under review by both OCC and Stagecoach this would not be considered until the review decision known.
- 286.12WODC - Electoral Register** - the clerk noted those Parish Councillors requiring a copy of the 2005 electoral register.
- 286.13Wychwood project** – Newsletter and diary of events noted.
- 286.14OCC – Structure Plan** - Papers in respect of the Examination in Public passed to Mr Mittell.
- 286.15Jolyon Cox – VDS printing** – Mr Cox's letter was read out. Following discussion, it was proposed by Dr Wright that the council pay the full £1000. There was no seconder. Proposed by Mr Hines and seconded by Mr Mittell that 50% of the printing costs (£530) be paid. Motion passed by four votes for with five abstentions.

#### **04/287 Report on the fishponds project**

Mrs Hughes introduced Mr Nick Mottram of the Wychwood Project who gave a presentation. This covered the present position and the results of the various surveys submitted by specialists. The presentation also included three recommended phases for the maintenance and improvement of the fish ponds. These are as follows:

**Phase One** – Ongoing maintenance to the car park, brook, footpath. Development of tree management plan. There is a responsibility by the council, as owners, to insure that this general maintenance is done. It was felt that the work could be completed by volunteers and council staff and equipment.

**Phase Two** - Suggested improvements and major works were outlined in respect of creation of a circular walk. This involves the leveling of the existing path, board walks for boggy areas and bridge over the original Chilbrook channel. Other improvements to include clearance of sump stream, removal of coarse vegetation to keep sides of stream clear; control of blackthorn; clear shallow bank access to Chilbrook; regular mowing; provision of bat boxes and log benches and provision of information panel. Grant aid to be investigated.

**Phase Three** – Long term aims, requiring grant aid include:

Restoration of the boundary stone wall with Abbey Farm; archaeological investigations for the restoration of one of the ponds; provision of interpretive boards.

Proposed by Mrs Seenev and seconded by Mr Green that the council instigate phase one and go out to public consultation for phases two and three. Motion passed unanimously.

Mrs Hughes to approach Mr Robin Saunders for organisation of phase one.

There should be a three day public exhibition in early February to consult with the residents. Details of this to be put in the Echo newsletter in December and February.

The Chairman thanked Mr Mottram and Mr and Mrs Hughes for their hard work in preparing the presentation.

#### **04/288 To Discuss and Approve the Allotments Association lease**

Following minor amendments, it was proposed by Dr Wright and seconded by Mr Green that the amended Allotments Lease be accepted. Motion passed unanimously.

#### **04/289 Premium Bus Route Exhibition**

The Chairman reported that this had been very well attended and well presented. The information provided was excellent. It was a good exercise in public consultation.

It was expected that the report on the consultation would be ready within a month and the parish council would be forwarded a copy of this before any further decision are made. It should be ready for discussion at the next Traffic Advisory Committee meeting in January.

#### **04/290 Report on Meeting with West Oxfordshire District Council re. Affordable Housing**

This meeting had been extremely informative and very good. Mr Tucker of West Oxfordshire District Council in particular clarified a number of issues. The survey would be finalized and passed to the parish council for comment. Ms Barwell to liaise with Mrs Sherratt of West Oxfordshire District Council.

The clerk's report on the meeting was available to all Councillors.

19th October 2004

#### **04/291 Report on the West Oxfordshire District Council meeting on the Licensing Act**

Dr Wright confirmed that the Act had covered all aspects of licensing – not just liquor licensing. Licensing responsibilities move to the District Council with effect from February 2005. Applications for renewal of licences would be publicised on notices for 10 days. It was suggested that neighbours should be consulted in respect of applications in the same way as for planning applications. Rights are retained for former applicants. Parish Council can comment but the only right of objection is from Thames Valley Police.

Dr Wright concluded that there was still a lot of work to be done before February and proper consultation with other bodies, including the Oxfordshire Rural Community Council was recommended.

Licences would be held in perpetuity, only being changed if the licensee changed or there were changes to the hours of opening.

Consultation deadline is 24th October, the clerk to comment on behalf of the Parish Council and Dr Wright on behalf of the Village Hall Management Committee.

#### **04/292 Dates of next meetings**

The dates of the next meetings were confirmed as follows:

2nd November – Full Parish Council meeting at 7.30 pm

9th November – Finance Sub-Committee meeting at 8pm

16th November – no meeting

23rd November – Parish Council meeting at 7.30 pm to discuss finance, the setting of the precept and planning.

**The meeting closed at 9.56 pm**

Date of Signing:

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 2ND NOVEMBER 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** Mr G Beach (Chairman)  
Mrs L Gerrans, Mrs V Hughes, Mrs M Jones, Mrs D Seeney  
Messrs. T Green, N Hines, P Hughes, J Mittell, C Roles, D Rossiter, Dr F W Wright

**In Attendance:** J Heath (Clerk)

**04/293 Apologies for Absence** – Apologies were received from Ms G Barwell and late apologies from Mr J Mittell.

**04/294 Minutes of the Meeting of 19th October 2004**

The minutes were amended at 04/287 as follows:

1. Remove “Surveys” after “Wychwood Project”
2. Amend “reports” to read “surveys”
3. Add “investigate grant aid” at the end of paragraph headed Phase Two

Also amended at 04/291 to replace “this had” with “the Act” in the first sentence.

The minutes were then signed by the Chairman as a true record.

**04/295 Clerk’s Report**

**Item 3 Stickers for Bins** - Letters had now been delivered to the residents in the Square and surrounding areas. It was suggested that West Oxfordshire District Council could be contacted to remove those bins which have no rubbish in them.

**Item 4 Bollards - John Lopes Road and Market Square** – Mr Wilson of Oxfordshire County Council confirmed that the bollards would not be replaced as priority works for flooding were being carried out.

**Item 15 Fishponds** – Exhibition was set for end of February. Agreed that the cutting back of vegetation should be done before the equipment goes for annual service.

**Item 22 Pelican Crossing – Mill Street** – Reported that Oxfordshire County Council appears to have no knowledge of the request for this to be part of the bidding process. The Clerk and Mr Rossiter to investigate.

**Item 23 Sports Pavilion Refurbishment** – Tables and chairs have been delivered. Security quote had been received and accepted (£107 for installation and take over and £85 per annum, inclusive maintenance).

**Mr Mittell joined the meeting**

**04/296 Urgent Business Raised with Prior Consent of the Chairman**

There was no urgent business.

**04/297 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Council’s (Model Code of Conduct) Order 2001:

Dr Wright, Mr Mittell – Village Hall Management Committee (personal, non prejudicial).

Mr Rossiter – West Oxfordshire District Council.

**04/298 Finances**

**298.1** Proposed by Dr Wright and seconded by Mrs Gerrans that accounts in the sum of **£6,364.85**, as appended, are accepted. Motion passed by ten votes for with one abstention. The cheques were then passed to Dr Wright and Mrs Gerrans for signature.

**298.2** The Clerk reported that the architect had confirmed that the cheque for the surfacing of the village hall site was within the amounts put aside for this work.

**04/299 Items raised by Members of the Public – Standing Orders were suspended at this point.**

Matters brought up by the members included:

1. Complaint by Mrs Woodruff in respect of coaches parked in Beech Road by the primary school. These are causing chaos. It was suggested that the complainant write to Cllr. Harry Wyatt and the Chair of the School Governors.
2. Complaint in respect of the “A” board put on the Market Square by The Granary. There are no powers to deal with this. It was agreed that this should be monitored to ensure that it is not causing an obstruction to the pedestrian walkway.

**Standing Orders were resumed at this point.**

2nd November 2004

## 04/300 Planning

**300.1** The following application has received conditional planning permission:

W04/1753 28 Aug Formation of loft conversion to dwelling with dormer window on South elevation Chilbrook Cottage Station Road

### **300.2** Applications

W04/1991 11 Oct Demolition of existing bungalow. Erection of two detached dwellings and associated access. Linden, Pinkhill Lane

Proposed by Mrs Seeney and seconded by Mr Green that there be **no objection** to the application. Motion passed by ten votes for with one abstention.

W04/2008 12 Oct Erection of two storey dwelling with associated parking Land adj 36 Evans Road

Proposed by Mr Hines and seconded by Mrs Gerrans that the council **object** to the application on the grounds that it is overdevelopment of the site. Motion passed by five votes for; four against with two abstentions. Mr Rossiter explained that there are specific policies for objecting to applications and urged that these were looked at by the planning sub-committee. There are also parking standards which need to be considered.

W04/2022 11 Oct Erection of single storey detached pool/games room for domestic use. The Homestead 12 Acre Farm

Proposed by Dr Wright and seconded by Mr Hines that there be **no objection** to the application. Motion passed by nine votes for with two abstentions.

W04/2046 18 Oct Variation of Condition 1 of planning permission W2003/0962 to allow an extension of the expiry date to run for a further four year period from 31 Oct 2004 to 31 October 2008 Land north of (OS ref. SP415103) at A40

The Chairman read out a letter from Mrs Emma Blake in respect of this application. There were still concerns over excessive noise, dust impacting on the A40 and non-compliance with advice over exiting the site. Proposed by Mr Green and seconded by Mr Mittell that the council **object** to the application on the grounds stated above and request a reduction to 20 events per annum. Motion passed by ten votes for with one abstention.

W04/2093 25 Oct Erection of rear conservatory and canopy 96 Spareacre Lane

Proposed by Dr Wright and seconded by Mr Green that there be **no objection** to the application. Motion passed by ten votes for with one abstention.

## 04/301 Correspondence

**301.1** **ODPM** – New Ethical Framework noted.

**301.2** **OCC** – Inland Waterways Scrutiny Review taken by Mrs Gerrans.

**301.3** **Bond Pearce** – Transfer of Licence to Philip Bowen – Tesco Express noted.

**301.4** **OCC** - Waste Minimisation lifestyle magazine, Nada noted.

**301.5** **Charles Trotman and Jacqueline Thomas** – Application for transfer of Licence in respect of The Newlands Inn noted.

## 04/302 Applications for co-option onto Parish Council

Three applications had been received from Mr Paul Dhesi, Mrs Margaret Graham and Miss E Sharpe. The Clerk read out the correspondence from the three applicants. Following discussions election slips were passed to all members for voting. The result was that Mr Dhesi and Mrs Graham were duly elected. The Clerk to deal with the formalities and inform all three applicants of the outcome.

## 04/303 Village Hall Management Committee and Scouts – site access

Mr Green had requested this item for discussion as, in his opinion, negotiations between the two parties were overlong. His feeling was that the Parish Council should take action, being the custodians of the hall for the people of the village.

The Chairman of the Village Hall Management Committee advised that there was a meeting of the committee due on the 4th November, to which representatives from the scouts had been invited. It was hopeful that an agreement would be reached.

Item to be placed on the agenda for the 7th December meeting.

#### **04/304 Report on Market Towns Initiative Launch**

The Clerk and Mr Roles reported on this very interesting meeting. Grant aid is available for market towns, although there are criteria to be met and all funds would require matched funding. One of these is for the village to have a "health check". Assistance of how to do this exercise is available from Countrywide Agency and Faringdon and Carterton Councils also to be approached.

Proposed by Mr Green and seconded by Mrs Jones that this be fully explored. Motion passed with three abstentions.

An item to be placed in the Eynsham Echo for volunteers for a Steering Committee and a public meeting should be arranged for the new year. The clerk will circulate copies of the Parish Plan advice to interested members.

#### **04/305 Playing Field Managers Report**

The committee would be requesting a grant from the Parish Council and will forward its income and expenditure account as soon as it is available.

Mr Hines had met with the treasurer of the Carnival Committee to discuss hire charges for the field. The Royal British Legion had concerns over its ability to assist with future carnivals. Mr Hines then gave a brief resume of the reasons for the withdrawal of the Playing Field Managers Committee from the Carnival Committee.

The Playing Field Managers committee has abandoned the idea of locking the gates due to the inconvenience to the users.

New "No Dogs" signs have been put up.

The Clerk confirmed that the gang mowers would be serviced.

#### **04/306 Report on meeting with R Dudding of OCC for Parish Plans and Health Checks**

The Clerk reported that the meeting with Officers of Oxfordshire County Council in respect of the future of Eynsham and how communication between the two councils can be improved. It was agreed that meetings prior to any major planning applications should be arranged between the Parish Council and applicants.

It was felt that the best way forward in respect of funding for Eynsham would be to prepare a Parish Plan, with a view to extending this to a Health Check.

The following members were interested in taking part:

- Mr Hines; Mr Roles; Mr Rossiter; Mr Beach and Dr Wright.

#### **04/307 Report on Examination in Public – Oxfordshire Structure Plan**

Mr Mittell explained that he had not attended the meeting as the dates were not clear from the correspondence received. He had expected that the examination would be held on Friday 29th October when it had been held on Wednesday 27th October.

#### **04/308 Report on OALC Executive meeting – Dr Wright**

Dr Wright reported on the meeting as follows:

- Subscriptions would be increased by 3%.

- Training funding is available
- Two candidates had come forward for election as President. Of the association. It was agreed that Dr Wright would vote for the candidate he considered best.
- The police procedures on the removal of travelers.
- Strategic Health Authority.
- Anti-social Behaviour Orders
- Meetings between the principal authority and local district councils. West Oxfordshire District Council was supporting these meetings.
- 72 Quality Parish Councils have now been approved out of a total of 10,000.
- OALC AGM is on 22nd November 2004

**04/309 To note dates of the next Eynsham Parish Council meetings**

Finance sub-committee meeting on Tuesday 9th November at 7.30 pm; Annual Finance meeting on Tuesday 23rd November 2004 (to include planning applications); Parish Council meeting on Tuesday 7th December at 7.30 pm.

**The meeting closed at 9.38 pm**

Date of Signing:



**AT THE SPECIAL FINANCE MEETING OF EYNESHAM PARISH COUNCIL**  
**HELD ON TUESDAY 23RD NOVEMBER 2004 AT 7.30 PM IN THE BARTHOLOMEW ROOM, EYNESHAM**

**Present:** G Beach (Chairman)  
Ms G Barwell, Mrs L Gerrans, Mrs V Hughes, Mrs D Seeney  
Messrs. T Green, N Hines, P Hughes, J Mittell, C Roles, D Rossiter, Dr. F W Wright

**In Attendance:** J Heath (Clerk), A Taylor-Smith (Accounts Administrator), Mrs E Graham, Mr P Dhesi.

**04/310 Apologies for Absence:**

Apologies for absence were received from Mrs M Jones and late apologies from Mr N Hines.

**04/311 Code of Conduct**

The Chairman reported on the training session at West Oxfordshire District Council on Declaration of Interests and in particular responsibilities of members with "dual hatted" roles. These are where a member has been appointed to an outside organisation or campaign group by the Parish Council.

The Chairman emphasised that declarations are the personal responsibility of each Councillor. Each member needs to be familiar with the Code of Conduct.

It was particularly pointed out that the initial Declaration of Interests signed by the members needs to be regularly updated and changes must be sent to the Returning Officer of West Oxfordshire County Council, Keith Butler within 28 days.

It is essential that each member be careful when speaking on items concerning family or friends (these being more than someone you pass in the street but those with whom you interact socially).

Members must be careful to withdraw from the meeting if an interest has been declared and must state what the interest is. If unsure, it is recommended that members err on the side of caution.

Prejudicial interests do not apply only to financial items.

Membership of all organisations must be declared, including such as The National Trust, RSPB etc.

Membership of campaign or community groups, if declared on your form, means that if any discussion affects the organisation then members must withdraw.

Members should not lobby or intimidate to support any discussion on any personal interest.

There is guidance on bringing the Parish Council into disrepute, which covers members who do not declare any interest there is. This should be carefully read and noted by all members. There are case studies. If a complaint is made against a Councillor and this is proved to be upheld, then the member will be subject to instant suspension without appeal.

There is guidance on what to do if you know that a Parish Councillor has an interest but has not declared it.

**04/312 Declaration of Interests**

The following declarations were made:

Mr D Rossiter	West Oxford District Council
Dr F W Wright	Village Hall Management Committee; Friends of Eynsham Library, British Legion
Mr T Green	British Legion and St Benedicts Fair Committee
Mrs L Gerrans	Village Show
Mr P Hughes	Playing Fields Managers Committee
Mr N Hines	Playing Fields Managers Committee
Mr C Roles	Village Hall Management Committee

**04/313 Review of Hiring Rates**

**313.1** The Finance sub-Committee recommended that the hiring charges for all properties owned by the Council should not be increased. Mr Rossiter proposed and Mr Beach seconded that all hiring rates remain the same as last year. Mrs Seeney asked if the Sports Pavilion should be excluded due to the refurbishment. After

discussion it was agreed that the pavilion should remain as part of the proposition. The motion was passed unanimously. The Hiring rates are as below:

**Pavilion:**

Changing Rooms:	Seniors	<b>£20 per match</b>
	Juniors	<b>£10 per match</b>
Shower/Changing Rooms/Social Area/Kitchen:	Regular Users Senior	<b>£30 per day</b>
	Regular Users Junior	<b>£15 per day</b>
	Casual Users	<b>£35 per session</b>
Social Area (including kitchen)	Regular Users	<b>£25 per session</b>
	Casual Users	<b>£30 per session</b>

A session being morning (9am – 1pm); afternoon (1pm – 5 pm); evening (6pm –10pm). Less than a full session will be at the discretion of the Clerk.

N.B. All charges have an additional levy for security of premises – currently £3 for senior sports groups, commercial enterprises and private parties and £2 for junior sports groups.

**Bartholomew Room Upper and Lower Chambers**

Village Organisation:	<b>£12 per session</b>
Other Organisations	<b>£22 per session</b>
Group bookings (10 or more sessions):	
Village Organisation:	<b>£10 per session</b>
Other Organisations	<b>£20 per session</b>

A session is morning (9 am to 1pm), afternoon (1 pm to 5pm) or evening (6 pm to 10 pm). Less than a full session will be at the discretion of the Clerk.

**Art Group - £80 per quarter** for the Lower Bartholomew Room.

**Allotments - £750 per annum**

**Market Square - £12 per day or part of a day.** N.B. Charities are exempt subject to proof of donations to charitable organisations or charity status.

**313.2 North Side Changing Rooms** - Proposed by Mrs Seeney and seconded by Dr Wright that the charges be £10 per match for junior teams and £20 per match for senior teams. Motion unanimously passed.

**04/314 Ear-marked Reserves**

Details of the earmarked reserves, previously circulated, were discussed. It was confirmed that the churchyard reserves were for the additional maintenance work required i.e. tree maintenance, wall repair and fence removal. It was reported that the vicar had felt there was no need to earmark for additional land as the old part of the churchyard could be re-used, subject to diocesan approval.

The reserves for play area equipment had now been split for play areas and teenage facilities.

The Chairman pointed out that there is a large sum in the community projects fund and this would suggest that there is no need to precept for separate funds, except in those cases where a fund is already earmarked.

The pavilion is under budget and surplus funds allocated to this can be used for the contribution to the north side toilets and changing rooms as this had been included in the initial project.

Mr Hughes suggested that an allotments earmarked fund be set up which will then reflect the income. Mr Hines felt that the burial income should also be reflected for the churchyard.

It was felt that most of this income was taken up by general maintenance. The earmarked funds were for exceptional works in respect of tree maintenance, wall maintenance and possible purchase of additional burial land.

There were questions asked in respect of funding for other projects: Market Towns Initiative, Basket ball court, skatepark street furniture and the Abbey millennium celebrations. The Chairman pointed out the funding earmarked in community projects and also general reserves was more than enough to cover these items.

Dr Wright had written to the Chairman about finances for the community facility access.

#### 04/315 Estimated Expenditure for current year and for 2005/06

The Chairman went through the current year figures and estimated figures, previously circulated. The budget last year had been, in the main, on target. There was an underspend on administration – due in the main to the clerk's training having been completed and reduced overtime.

There was an overspend on the pavilion but this was generally the case.

The grass cutting had resulted in an overspend but it should be noted that the weather had contributed to this. The sub-committee had asked for the expenditure on the churchyard to be a separate agenda item. Mr Beach and Mr Rossiter proposed on behalf of the Finance sub-committee recommended budgets for the following:

- o Administration - decrease to £32k – Motion passed unanimously
- o Grass Cutting – to include fishponds area – Motion passed unanimously
- o Properties – Bart Rooms - £1k for maintenance  
Pavilion - £3k for maintenance  
North side toilets - £1k

Motion passed unanimously

- o Street Furniture - £1k for reserves. Motion passed unanimously.
- o S137 Free Resources (to include Grant Aid). (Dr Wright, Mr Hines, Mr Green, Mr Hughes withdrew from the meeting for this item, each having declared an interest) – Proposed by Mr Mittell and seconded by Mr Roles that £5k be earmarked for this. All organisations requesting grant aid were allocated money. Motion passed unanimously.

**Resolved** that the Council in accordance with its powers under Sections 137, 142 (a) and 145 (b) of the Local Government Act 1972, and S19 of the Local Government (Miscellaneous Provisions) Act should incur expenditure as noted above, which in the opinion of the Council is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure. Schedule attached.

- o Churchyard - £1k for maintenance and £1k earmarked. Motion passed unanimously.
- o An amendment was tabled by Dr Wright that this should be increased for earmarked to £2k. There was no seconder. Motion passed by ten votes for with two abstentions.
- o Play Equipment/Areas - £7k for maintenance and £4k for earmarked reserves to split between play areas and teenage facilities. Motion passed unanimously.
- o Traffic Calming - £3k earmarked. Motion passed by eleven votes for with one abstention.
- o Fishponds - £5k earmarked. Motion passed by eleven votes for and one abstention.

#### 04/316 Long Term Projects.

- 316.1 Pavilion and sports improvements – Pavilion will be under budget. The matter of the basket ball court was raised but the Chairman felt that there was sufficient funds in the Community Reserve to cover this.
- 316.2 North side Public Conveniences – This had still not been resolved by West Oxfordshire District Council. The cost of this will be in the region of £45,000 but the Parish Council cost was unknown. Funds are still available in the pavilion reserve.
- 316.3 Market Towns Initiative – There was sufficient funding in General Reserve to cover this.
- 316.4 Skatepark street furniture – Funds from the Street Furniture reserves should cover this.
- 316.5 Abbey Millennium Celebrations – should any request for funding be received, this should be taken from either General Reserves or community reserves.
- 316.6 Car Park Resurfacing – Proposed by Mr Hines and seconded by Mr Green that £10k be reserved for this, with the balance coming from General Reserve. An amendment was tabled by Mr Rossiter and seconded by the Chairman that all should be taken from the General Reserve. A further amendment was tabled by Dr Wright that £15k be earmarked for this purpose there was no seconder for this. The amendment was lost by three votes for with five against and three abstentions. The original motion was passed by six votes for with three against and two abstentions.

The Chairman asked if there was any other projects to be considered for funding. There being no response the above was proposed by Mr Rossiter and seconded by Mr Beach. Motion passed unanimously.

#### 04/317 Review of Churchyard Expenditure

This had raised queries when compared with the grass cutting of the other areas. It was agreed that this should be reined in and that Mr Green should continue to do the old part of the churchyard with Mr Wakefield cutting his hours by 50% to do only the later part of the churchyard. A maximum of 15 hours per month should be allocated, subject to weather conditions.

#### 04/318 Hospitality Budget, staff vouchers and Chairman's Honorarium

The Finance sub-committee had felt that a Hospitality Budget should be set up to show expenditure incurred when hosting meetings with other organisations and entertainment costs by the Chairman. The Honorarium should then cover telephone charges (estimated at £50 per quarter) and travelling.

Proposed by Mr Green and seconded by Mrs Gerrans that the Chairman's Honorarium be increased to £330 and that a Hospitality Budget of £250 be set up. Motion passed by eleven votes for with one abstention.

Proposed by Mr Green and seconded by Dr Wright that gift vouchers of £25 be purchased for all staff and volunteers to a total of £250. Motion passed unanimously.

#### 04/319 Precept 2005/06

The annual precept was, taking into consideration all the above items, set at £80,000.

**Proposed by Dr Wright and seconded by Mr Green that Standing Orders be suspended to allow completion of business. Motion passed unanimously.**

#### 04/320 Review of Parish Council's Standing Orders

Proposed by the Chairman and seconded by Mr Rossiter that this item be deferred until the next full council meeting. Motion passed unanimously.

#### 04/321 Planning

##### 321.1 Decisions

The following applications, granted conditional planning permission were noted:

04/1485/P/CM	30 April 04	Development of a waste recycling centre at an existing civic amenity site	Adj to Dix Pit Stanton Harcourt
W04/1889	21 Sept 04	Alterations to allow insertion of replacement basement window and fence to front with 1200 mm high steel railings	The Maltshovel 1 Thames St.
W04/1898	23 Sept 04	Removal of existing garage and erection of oak framed 3 bay garage	26 High Street
W04/1879	23 Sept 04	Alterations and erection of two storey side and single storey front extension	1 Back Lane
W04/2022	11 Oct 04	Erection of single storey detached pool/games room for domestic use	The Homestead 12 Acre Farm

The following application, **refused** planning permission was noted:

W04/1991	11 Oct	Demolition of existing bungalow. Erection of two detached dwellings and associated access.	Linden, Pinkhill Lane
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The proposed dwellings by reason of their siting would have an adverse and unacceptable suburbanising impact on the existing rural character and low key development of Pinkhill Lane. The proposed rear dwelling would result in backland issues which would unacceptably harm the residential amenity to the frontage dwelling. Contrary to policies H12, H7 and BE3 of the current West Oxfordshire Plan and policies H2, H7 and BE2 of the emerging plan.

##### 321.2 Appeal Decision

W03/2349	16 Dec 03	Alterations and conversion of a double garage to form a separate dwelling and to widen the existing access	18 Tilgarsley Rd
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Decision: The appeal is allowed and planning permission granted subject to conditions.

##### 321.3 Applications

W04/2183	4 Nov 04	Alterations and erection of single storey extensions to existing showroom On front and form mess room on rear elevation	Cordwallis Oxford Ltd, Oakland Ind. Estate
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Proposed by Dr Wright and seconded by Mr Hines that there be **no objection** to this application. Motion passed by eleven votes for with one abstention.

W04/2182 3 Nov 04 Erection of single storey rear extension.

16 Blankstone Close

Proposed by Mrs Gerrans and seconded by Dr Wright that there be **no objection** to this application. Motion passed by ten votes for with two abstentions.

#### **04/322 Accounts**

Proposed by Dr Wright and seconded by Mr Roles that accounts in the sum of **£5,744.76**, as appended, are accepted. Motion passed unanimously. The cheques were then passed to Dr Wright and Mr Roles for signature.

#### **04/323 Dates of Next Meetings**

The next Parish Council meetings will be 7th December 2004 at 7.30 pm and 21st December 2004 at 7.30 pm.

#### **Close of Meeting**

The Chairman closed the meeting at 10.08 pm.

Date of Signing:

Chairman

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 7TH DECEMBER 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** Mr G Beach (Chairman)  
Ms. G Barwell, Mrs L Gerrans, Mrs E Graham, Mrs V Hughes, Mrs M Jones, Mrs D Seeney  
Messrs. P Dhesi, T Green, N Hines, P Hughes, C Roles, D Rossiter, Dr F W Wright

**In Attendance:** J Heath (Clerk), one member of the public.

**04/324 Apologies for Absence** – Apologies were received from Mr J Mittell.

**04/325 Declaration of Acceptance of Office**

Mrs Graham and Mr Dhesi signed their declarations and the Clerk countersigned the forms. The Chairman welcomed both to the council.

**04/326 Appointment to Committees**

Proposed by Mrs Gerrans and seconded by Mr Green that the following appointments be approved:

Mrs Elizabeth Graham – Play Areas Committee, Eynsham Echo, Traffic and Parking sub-Committee and Traffic Advisory Committee.

Mr Paul Dhesi – Traffic & Parking sub-Committee, Finance sub-Committee, Village Hall Management Committee.

Mr Chris Roles – Eynsham Echo.

It was **resolved** unanimously that the above appointments be confirmed.

**04/327 Minutes of the Meeting of 3rd November 2004 and 23rd November 2004**

The minutes of 23rd November 2004 were amended at 04/314 as follows:

Insert “Dr Wright had written to the Chairman about finances for the community facility access” at the end of the minute.

The minutes of 3rd November 2004 and 23rd November 2004 were then signed by the Chairman as a true record.

**04/328 Clerk’s Report**

**Item 2 25/25a High Street** – The Clerk reported on the difficulties of prospective purchasers in respect of the contaminated land on the site of these properties. On contacting West Oxfordshire District Council, it became evident that the condition relating to this had not been complied with by the builders. WODC is dealing with this.

**Item 3 Churchyard** – The Clerk reported that a meeting had taken place with Mr Keith Green of Greens Undertakers. He confirmed that the policy of churches, undertakers and the diocese is not to buy new land when consecrated ground in the present churchyard can be re-used. The part earmarked for this contains graves of people buried in the 1600’s and there was no reason to expect that anyone still living would be offended. With respect to the surplus soil, his gravedigger would deal with this in the near future.

**Item 8 Planting for car park** – the rose bushes had been received and would be planted in the next day or two.

**Item 10 Market Towns Initiative and the Parish Plan** – The sub- Committee to discuss this should be set up as soon as possible.

**Item 13 Premium Bus Route** - A meeting with Oxfordshire County Council, Stagecoach and members of the Traffic Advisory Committee is due to take place on 10th December. Report to the next council meeting.

**Item 15 Teenage Facilities** - A meeting with the leader of the Youth Club has been set up for Tuesday 14th December. Report to the next council meeting.

**Item 18 Village Hall** – Final account will now be prepared and the architects final account also. All defects now dealt with.

**Item 23 Pelican Crossing – Mill Street** – The report on the County Council’s study has now been received and circulated to members of the Traffic Advisory Committee. Mr Rossiter will telephone the relevant officer at OCC to ask for clarification.

**Item 24 Sports Pavilion Refurbishment** – Security work has now been completed and the system is now working properly. New internal doors have been fitted. The flooring will be done after the new year but before term starts,

**04/329 Urgent Business Raised with Prior Consent of the Chairman**

There was no urgent business.

#### 04/330 Declaration of Interests

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Council's (Model Code of Conduct) Order 2001:  
Dr Wright, Mr Mittell, Mr Dhesi and Mr Roles – Village Hall Management Committee (personal, non prejudicial).  
Mr Rossiter – West Oxfordshire District Council.

#### 04/331 Finances

Proposed by Dr Wright and seconded by Mr Green that accounts in the sum of **£2,580.46**, as appended, are accepted. **Resolved** unanimously. The cheques were then passed to Dr Wright and Mr Green for signature.

#### 04/332 Items raised by Members of the Public – Standing Orders were suspended at this point.

Matters brought up by the members included:

1. Mr Harry Brown read out two letters sent by him to Mr Blunkett in respect of CCTV and policing in Eynsham.
2. Mr Paynton of Queen's Lane had complained that the article in the Eynsham Echo had made no mention of the service given over the years by Mr Keith Green. The Clerk reported that Mr Paynton had telephoned over this matter and that Mr Green had confirmed that he was more than happy with the letter of thanks sent by the Parish Council two years ago when the supply of a large tree had dried up.
3. Mrs Russell of Wytham View is concerned over the trees behind her house. Advised that the properties belonged to West Oxfordshire Housing and they should be contacted over this matter.

**Standing Orders were resumed at this point.**

#### 04/333 Planning

**333.1** The following application has received conditional planning permission:

W04/1986	10 Sept 04	Conversion of loft to study/bedroom to include insertion of two rooflights	6 Thames Street
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**333.2** Applications

W04/2273	18 Nov 04	Erection of two single storey rear extensions and first floor side extension above existing garage.	6 Bartholomew Close
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Proposed by Mr Green and seconded by Mrs Seeney that there be **no objection** to the application. **Resolved** by twelve votes for with one abstention.

W04/2299	24 Nov 04	Remove existing single storey rear extension and replace with two storey rear extension.	10 Abbey Street
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Proposed by Mrs Seeney and seconded by Mrs Gerrans that there be **no objection** to the application. **Resolved** by twelve votes for with one abstention.

W04/2302	25 Nov 04	Erection of one dwelling	Roserai, Old Witney Road Road
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Proposed by Mrs Jones and seconded by Mr Green that there be **no objection** to the application but that concerns should be voiced over the difficulty of traffic emerging from an already difficult junction. **Resolved** by ten votes for with three abstentions.

W04/2310	23 Nov 04	Non-compliance with Condition No.8 of planning permission W2001/0132 which states – The premises shall be used for scout hut And for no other purpose (including any other purpose in Class D1 of The Schedule to the Town and Country Planning (Use Classes) Order 1987 or in any provision equivalent to that class in any statutory instrument revoking and re-enacting that Order with or without modification) - to allow the occasional use for meetings, presentations and fund raising events by Youth Clubs, Village Societies and Sports Clubs (e.g. judo etc.), children's parties, keep fit, table top sales, business presentations.	Scout HQ, Back Lane
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Proposed by Mr Hines and seconded by Mr Hughes that there be an objection to the variation. Following a discussion, an amendment was proposed by Dr Wright and seconded by Ms Barwell that the variation be amended to exclude the words "business presentations".

A further amendment was proposed by Mr Dhesi and seconded by Mr Roles that there be **no objection** to the application. The second amendment was put to the vote and the voting was tied. **Resolved** that the application be approved on the Chairman's casting vote.

#### 04/334 Correspondence

- 334.1 **Pamela Richards** – The Clerk informed of Mrs Richards' concerns over Health and Safety in respect of cooker in Village Hall. The history of the problems with the cooker. A new cooker is required and it was proposed by Dr Wright and seconded by Mr Roles that permission be given to make investigations on costs. Resolved unanimously. Item to be put on the agenda of the next meeting to discuss potential parish council funding.
- 334.2 **Standards Board for England** – Guidance for Monitoring Officers and standards committees re. local investigations and Town and Parish Council Standard:01 noted.
- 334.3 **Volunteer Link-Up (West Oxon)** The application for grant aid was discussed. Proposed by Mr Hughes and seconded by Mr Hines that £50 is granted to the organisation. **Resolved** unanimously.
- 334.4 **Dr Wright** Letter in respect of Declaration of Interests had been previously circulated. The Clerk reported that the advice of the Monitoring Officer of West Oxfordshire District Council had been sought and this was read out. It confirmed the information given by the Chairman at the last meeting was correct. A copy of this advice to be given to Dr Wright.
- 334.5 **Marion Smith** - Flower tubs in Newland Street are constantly being upturned by people leaving the local pub late in the evenings. Agreed that the tubs be bolted down when next emptied.
- 334.6 **OCC** - Government School Travel Action Plan – 2nd round of grants noted as this had also been circulated to Headteachers and Governors.
- 334.7 **G A Peedell** – Letter of complaint in respect of litter. Proposed by Dr Wright and seconded by Mr Rossiter that a letter be sent to West Oxfordshire District Council stating that the council is not happy with the level of cleansing generally and in particular in the areas noted by Mr Peedell. **Resolved unanimously.**
- 334.8 **The Oxfordshire Woodland** – It was **resolved** unanimously that the application for Grant Aid be refused.
- 334.9 **CAG Oxfordshire** – newsletter noted.
- 334.10 **Lloyd & Pratt** – Application for transfer of liquor Licence for the manager and area manager of The Spar Shop noted.
- 334.11 **HLB AV Audit** - Letter re. completion of audit noted.
- 334.12 **Oxfordshire Joint Health Overview & Scrutiny Committee** newsletter noted.
- 334.13 **WODC** - Cabinet Decisions of 1st December 2004 taken by the Chairman.
- 334.14 **Local Councils Update** - Newsletter noted.

#### 04/335 Public Conveniences in Back Lane and Oxford Road

Due to the absence of Mr Robert Pettifar of West Oxfordshire District Council, this matter was not discussed.

#### 04/336 Village Hall Management Committee Report

- Dr Wright provided a copy of the accounts for the Clerk. The inventory will follow.
- Update given on maintenance and costs
- Proposed by Mrs Seeney and seconded by Mr Green that the council give permission for air fresheners to be attached to the walls of the toilets. **Resolved** unanimously.
- Police alarm now disconnected but not removed.
- Permission required for outside letter box to be fixed. Proposed by Mr Hines and seconded by Mr Hughes. **Resolved** unanimously.
- AGM set for 8pm on the 17th January 2004.
- New lightweight tables and chairs have been purchased.

The Chairman thanked Dr Wright for his report and suggested that the four appointees of the parish council come to an agreement as to the presentation of the report in the future.

#### 04/337 Village Hall Management Committee and Scouts – site access



Dr Wright reported on the conclusions of the two meetings of 4th November and the 22nd November. Following discussions it was proposed by the Village Hall Management Committee that due to several difficulties encountered the status quo should remain.

**Ms Barwell left the meeting at this point.**

The Chairman reported that he had received a phone call from Mr Ian Keeley, requesting a meeting with him to discuss the current position. Agreed that the Chairman, Mr Hines and Mr Green should represent the Parish Council at this meeting.

#### **04/338 Review of Parish Council Financial Regulations**

Proposed by Mr Hines and seconded by Mrs Hughes that the previously circulated regulations remain in place, no amendments being required. **Resolved** unanimously.

#### **04/339 To note dates of the next Eynsham Parish Council meetings**

The next Parish Council meetings are on Tuesday 21st December at 7.30 pm and Tuesday 4th January 2004.

**The meeting closed at 9.55 pm**

Date of Signing:

**AT THE PARISH COUNCIL MEETING OF EYNHAM PARISH COUNCIL  
HELD ON TUESDAY 21ST DECEMBER 2004 AT 7.30 PM AT THE BARTHOLOMEW ROOMS, EYNHAM**

**Present:** Mr G Beach (Chairman)  
Mrs L Gerrans, Mrs E Graham, Mrs M Jones, Mrs D Seeney  
Messrs. P Dhesi, T Green, P Hughes, J Mittell, C Roles, D Rossiter, Dr F W Wright

**In Attendance:** J Heath (Clerk), two members of the public.

**04/340 Apologies for Absence** – Apologies were received from Ms. G Barwell, Mrs V Hughes, Mr N Hines

**04/341 Minutes of the Meeting of 7th December 2004**

The minutes of 7th December 2004 were approved and signed by the Chairman as a true record.

**04/342 Clerk's Report**

**Item 4 Village Hall Cooker** – This matter would be discussed as an agenda item as soon as a written quote has been received. Additional work would be required to upgrade the gas supply input tap.

**04/343 Urgent Business Raised with Prior Consent of the Chairman**

There was no urgent business.

**04/344 Declaration of Interests**

The following declarations were noted in accordance with the Local Government Act 2000, s81 and the Parish Council's (Model Code of Conduct) Order 2001:

Dr Wright, Mr Mittell, Mr Dhesi and Mr Roles – Village Hall Management Committee (personal, non prejudicial).

Mr Rossiter – West Oxfordshire District Council.

Mr Green for agenda item 6 – Finances (personal and prejudicial).

**04/345 Finances**

**Mr Green left the meeting at this point**

**345.1** Proposed by Dr Wright and seconded by Mrs Gerrans that accounts in the sum of **£6,708.40**, as appended, are accepted. **Resolved** unanimously. The cheques were then passed to Dr Wright and Mrs Gerrans for signature.

**Mr Green rejoined the meeting at this point.**

**345.2** The Audit of the accounts for the year ended 31st March 2004 had been completed and the issues arising from this were reported by the Clerk.

**345.1** Noted that the comparative figure for the year ended 31 March 2003 does not agree with the Audited Return for that year. The corrected figure has been verified by the Auditors. This reinstatement does not affect the balances carried forward into 2004.

**345.2** Minutes of the council meetings are numbered consecutively and initialed by the Chairman. The Clerk reported that electronic copies were provided for audit rather than photocopies of the initialed record.

**345.3** Fidelity guarantee discussed and it was proposed by Mr Rossiter and seconded by Mr Hughes that this should not be increased. **Resolved** unanimously.

**345.4** The notes on updating of the financial regulations would be dealt with by the Clerk and amended regulations presented to the Council for adoption in due course.

Proposed by Mr Rossiter and seconded by Mr Dhesi that the Annual Audit report and issues arising be noted and approved. **Resolved** unanimously.

**04/346 Items raised by Members of the Public – Standing Orders were suspended at this point.**

Mr Tony Heath wished his thanks to be recorded for the erection of the Christmas lights by Mr Green and Mr and Mrs Seeney.

**Standing Orders were resumed at this point.**

**04/347 Planning**

**347.1** Noted that the following application has received conditional planning permission:

04/2182/P/FP 3Nov 04

Erection of single storey extension.

16 Blankstone Close

## 347.2 Applications

W04/2341 1 Dec 04 Erection of single storey extension to rear and side elevations. 66 Dovehouse Close

Proposed by Mrs Jones and seconded by Mr Green that there be **no objection** to the application. **Resolved** by ten votes for with one abstention.

W04/2243 30 Nov 04 Erection of two storey extension and single storey front and rear extensions 77 Spareacre Lane

Proposed by Mrs Seeney and seconded by Mrs Gerrans that there be **no objection** to the application. **Resolved** by nine votes for with two abstentions.

W04/2382 29 Nov 04 Removal of existing conservatory. Erection of rear conservatory. 1Evans Close

Proposed by Dr Wright and seconded by Mr Hughes that there be **no objection** to the application. **Resolved** by ten votes for with one abstention.

W04/2388 3 Dec 04 Erection of single storey rear extension 18 Chilbridge Road

Proposed by Dr Wright and seconded by Mrs Seeney that there be **no objection** to the application. **Resolved** by nine votes for with two abstentions.

## 04/348 Correspondence

**348.1 Oxfordshire Fire Authority** - Integrated Risk Management Action Plan and consultation noted.

**348.2 Oxfordshire Joint Health Overview & Scrutiny Committee** - Health Scrutiny Newsletter noted.

**348.3 OCC - Newsletter** noted.

**348.4 WODC** - Code of Conduct Training for Parish Councillors on Wednesday 12th January, Charlbury at 7.30pm Councillors Dhesi, Mittell and Graham agreed to attend this course. Dr Wright to check his diary before confirming his availability.

**348.5 Mrs S Green** – Letter in respect of the problems encountered with the village hall cooker was noted.

**348.6 OALC** - County Circular tabled and noted.

**348.7 Morgan Cole** - Transfer of Liquor Licence – The Swan Hotel noted.

**348.8 OCC** - Oxfordshire Structure Plan. Noted that the report on this is available from the website. A hard copy would be despatched in January.

**348.9 OCC** - Proposed 50 mph speed limit orders noted.

**348.10 OCC** - Premium Route infrastructure upgrade to route 100 noted.

**348.11 ORCC** – Newsletter noted.

**348.12 OCC** – “Transaction” – involvement in the future of local transport leaflet noted.

**348.13 Government Office for SE** -Parish Councils in the South East Region competition passed to Mr Roles.

## 04/349 Public Conveniences Back Lane and Oxford Road

**Mr Rossiter declared a prejudicial interest at this point and left the meeting.**

The Clerk reported on the current position of the refurbishment of the public conveniences at the Oxford Road and in the Back Lane car park.

It had been agreed at the West Oxfordshire District Council Cabinet meeting that the Oxford Road site be added to the core contract, subject to the Parish Council providing match funding of £22, 675.

£45,000 had been budgeted for in respect of the Back Lane car park but this was yet to be agreed. It was noted that the tender was in respect of refurbishing the present building and not providing new facilities on a different site in the car park. Should this not be agreed then there is a possibility that the Parish Council should offer the facility in Oxford Road to the District Council.

Members felt that the loss of the Back Lane facilities would be detrimental.

Proposed by Dr Wright and seconded by Mrs Seeney that the Parish Council agree to match fund the facilities in Oxford Road to the sum of £22,675, subject to an agreement that there would be no ongoing maintenance costs incurred and that the Back Lane facilities be refurbished by West Oxfordshire District Council. **Resolved unanimously. Mr Rossiter rejoined the meeting.**

## 04/350 Report on Premium Bus route meeting

21st December 2004

The Chairman reported that the meeting between himself, Mr Hines and Mr Rossiter with David Taylor and Brendan Quinn of Oxfordshire County Council had been enlightening. The draft report on the results of the public exhibition were provided but at present were confidential until discussed at the County Council's Executive Committee on 20th January 2005. Papers in respect of this meeting will be available to the public seven days before the meeting. The results would be inserted with the February Echo and delivered to every household. Details would be discussed by the Parish Council at its meeting on 18th January. Detailed drawings would be provided by the County Council as soon as possible.

#### **04/351 Report on meeting with Youth Club Leader**

The Clerk reported on the meeting between Mrs Jones, Ms Barwell, Mr Roles and Mr Simon Davies of the Youth Club. This had been a very useful meeting. It was generally felt that the image of the Youth Club needed to be raised and an article would be inserted in the next issue of the Echo. Mr Davies would provide this. Youth shelters were discussed and the possibility of solar lighting could be investigated. Funding had been allocated for a session for younger children – year 8 and 9. This was a positive move. Mrs Jones to approach the school for another meeting with the school council.

#### **04/352 Mill Street Crossing**

Mr Rossiter explained the assessment which had been done by Oxfordshire County Council for the proposed pelican crossing. The project was allocated 35 points and would cost £62,300. In order to attain the £1000 per point which was the criteria used for 2004/05, additional funding of £25,000 would be required. There would be no funding from either the Highways Department or the primary school. Alternatively, a zebra crossing at a cost of between £35,000 and £40,000 would be just over the required £1000 per point. To bring this to below the £1000 per point additional funding of £5000 would be required. Even so, there is no guarantee that the project would go ahead. Proposed by Dr Wright and seconded by Mrs Seeney that the Parish Council allocate £5000 to fund a zebra crossing in order to bid for the funding from OCC for a zebra crossing. **Resolved** unanimously.

#### **04/353 Date of Next Meetings**

The next meetings are 4th January 2005 at 7.30 pm and 18th January 2005 at 7.30 pm.

**The meeting closed at 8.50 pm**

Date of Signing: