



**Annual Meeting of Charlbury Town Council held on Wednesday 28th May 2014
at 7.30pm in the Corner House**

Members Present: Mr R N Potter, Mrs V Pakenham-Walsh, Mrs K Broughton, Mr R Prew,
Mr P Kenrick, Mr R James, Ms H Baldwin, Dr A Merry, Mr W Hackman,
Mrs S Finch.

Apologies: Mr R Fairhurst, Ms L Reason, Mr H Davies, Mr R Rose.

As retiring chairman, Mr R N Potter took the chair initially.

1. To Elect a Chairman.

Dr A Merry nominated Mr R N Potter, this being seconded by Mr Prew. F 9. Mr Potter elected unopposed.

2. To elect a Vice-Chairman.

Mr Prew nominated Mrs Pakenham-Walsh, this being seconded by Mrs Finch. Mrs Pakenham-Walsh did not wish to accept the nomination.

Mrs Pakenham-Walsh nominated Mr P Kenrick, this being seconded by Mrs K Broughton. F 9, A 0. Mr Kenrick was elected.

3. To elect Committees.

- a) Finance: Chairman, Vice Chairman, Mr Hackman, Dr Merry, Mrs Finch.
- b) Planning and Correspondence: Whole Council.
- c) Traffic: Chairman, Vice-Chairman, Mr Fairhurst, Mrs Broughton, Mrs Pakenham-Walsh.
- d) Affordable Housing: Whole Council plus any co-optees with particular experience.
- e) Allotments: Chairman, Vice-Chairman, Mr James, Mr Hackman.
- f) Street Lighting: Chairman, Vice-Chairman, Mr James, Mr Hackman.

Mrs Pakenham-Walsh proposed the above en-bloc, this being seconded by Mr Hackman and agreed nem con.

4. Election of Representatives.

- a. Corner House and Memorial Hall:.....Mrs Finch and Mrs Broughton.
- b. Conservation Area Advisory Committee:.....Mr James and Mrs Broughton.
- c. Nature Conservation Advisory Committee:.....Mr Kenrick and Ms Baldwin.
- d. Nineacres Management Committee:.....Mrs Pakenham-Walsh and Mr Prew.
- e. Friends of Charlbury Library:.....Dr Merry.
- f. Charlbury Green Hub:.....Ms Reason.
- g. Chipping Norton School Trust Fund:.....Mr J Harrison.
- h. Day Centre representative:.....Dr Merry.
- i. Primary School Governor:.....Mr Hackman.
- j. Centenary Woodland Committee:.....Mr Potter.
- k. Street Fair Committee:.....Mr Kenrick.
- l. Parish Transport Representative:.....Mr Fairhurst.

The above were proposed en-bloc by Mr Hackman, seconded Mrs Finch and agreed nem con.

5. Allocation of Reports.

- a. Cemetery.....Mr R James.
- b. Corner House/Memorial Hall.....Mrs Finch and Mrs Broughton.
- c. Mill Field/Watery Lane and Bridges.....Dr Merry.
- d. Ninacres.....Mrs Pakenham-Walsh and Mr Prew.
- e. Quarry Lane/Ticknell.....Mrs Broughton.
- f. Wigwell.....Mr Kenrick.
- g. Station.....Mrs Finch and Ms Reason.
- h. General.....Dr Merry.
- i. School Governor.....Mr Hackman.
- j. Transport.....Mr Fairhurst.
- k. Neighbourhood Action Group.....Mrs Pakenham-Walsh.
- l. Author of Town Council Report.....Mr Kenrick.

The above were proposed en-bloc by Mr Prew, seconded by Mrs Finch and agreed nem con.

6. To confirm Council's retention of standing orders.

Mr Hackman proposed that model standing orders be retained, this being seconded by Mrs Pakenham-Walsh and agreed nem con.

7. To confirm Council's Bankers.

The Clerk reported that he received a good service from Barclays at Witney. Mrs Pakenham-Walsh proposed that Barclays remain as Council's Bankers, this being seconded by Mr Kenrick and agreed nem con.

8. To receive the minutes of the last meeting.

Mr Hackman proposed that the minutes be signed as a correct record, this being seconded by Mrs Broughton and agreed.

9. To deal with matters arising.

Larcum Kendal Blue Plaque: Mrs Pakenham-Walsh reported that she had been happy to represent the Town Council at the unveiling of the plaque by Mr Prew. The gathering went very well. A successful event.

Defibrillator siting: The Co-op manager is checking out the power supply provision.

Trees - Centenary Wood: Stumps left have been cut back to ground level (16th May).

Boundary Wall: Ms Baldwin and Dr Merry thanked for leading a successful walk attended by some 15 people, including four Councillors. Mr Widdows to be thanked for hosting the mid-walk break.

Wigwell: No contact from Mr Mottram re trees.

Quarry Lane: Branches removed.

Skate park repairs: Due to start on June 2nd.

Taxi bus to Station: New timetable starts Monday 2nd June.

10. Declaration of Interest.

Mr Potter at item 11 as a cheque recipient and Wilderness Licence (part of band invited to play there).

11. To sign orders for payment.

The accounts due to be paid, together with grants agreed as part of the precept, were circulated and explained by the Clerk. Mr Hackman proposed that the accounts be paid, this being seconded by Dr Merry and agreed. Accordingly, cheques were signed by three Councillors.

12. To receive a report from the Planning Committee.

A meeting had been called for Tuesday 27th May 2014 to consider plans. In the event, the meeting was inquorate and plans were considered on May 28th.

The following plans were considered:

14/0545 Alterations and extensions at Foxmead, Hundley Way.

1. We have no objection.

14/0546 Remove conservatory, erect rear extension at 26 The Slade.

1. We have no objection.

14/0552 Alterations and extension at Evenlode House, Pound Hill.

1. We have no objection to the proposals for the property.

2. The proposed parking space in the garden is in a very dangerous location and this needs to be considered carefully by Highways as it is near to a blind bend.

3. A relocation of the existing sheds as in the D & A statement is unclear on the plans and may be a highway visibility issue if not carefully sited.

14/0624 Extensions at 18 Woodstock Road.

1. We have no objection.

14/0626 Sub-division of existing dwelling to provide 2 dwellings (part retrospective) at Lee Place Cottages, Hixet Wood.

1. We deplore retrospective application.

2. We have no objection.

14/0657 Insert dormer to front elevation at 3 Hughes Close.

1. We consider that the dormer is too large as proposed and does not enhance the property visually.

2. It is visually intrusive in this context.

3. A rendered finish would be preferred to hung tiles.

4. As no pre-application advice was taken, it would be beneficial for the applicant to discuss the proposal further with officers.

14/0703 & 0704 Extension and alterations at Took House, Sheep Street.

1. We have no objection.

14/0714 Install solar panels at the Primary School, Crawborough.

1. We have no objection.

Planning Results:

13/1717 & 1718 Conversion of offices, erect 3 dwellings at Britannick Engineering, Market Street.

1. PERMITTED subject to section 106 agreement.

14/0217 Construct solar energy farm south of B4022.

REFUSED.

14/0263 Erect detached garage at Ditchley Park Farm.

PERMITTED.

14/0311 Change of use of land to camping site at Cotswold Village Homes, Spelsbury Road.

PERMITTED.

14/0316 Extensions at 1 Chartwell Drive.

PERMITTED.

14/0386 Erect extension at 6 Wychwood Paddocks.

PERMITTED.

14/0394 & 0395 Extensions and alteration at Market House, Church Street.

PERMITTED.

14/0417 Extension and conversions at Zelyan, Sheep Street.

PERMITTED.

14/0469 Extension at 53 Ticknell Piece Road.

PERMITTED.

14/0470 Remove garage, erect extension at 33 Nine Acres Close.

PERMITTED.

14/0488 Demolish timber structure, erect garage/store. Construct swimming pool at Westwood House, Woodstock Road.

PERMITTED.

13. To deal with Correspondence.

WODC. Election results noted. Ms Harriet Baldwin returned unopposed. The Chairman welcomed Harriet to the Council. The Clerk had dealt with the declaration of acceptance of office prior to this meeting.

WODC - Wilderness Licence. The application for a 'stand alone' licence and amendment/variation to the Cornbury Premises licence had been circulated for all members to consider. The organisers had consulted the public in January 2014.

Following discussion, the comments were agreed as:

1. We have no problem with the separation to a 'stand alone' licence for Wilderness. This is supported.
2. The increase to the next attendance number band is considered acceptable.
3. Timings: We would request that sound monitoring is very carefully undertaken, particularly in the early hours of the morning to ensure that there is minimal disturbance. Can the 2.00am finish into Monday morning be reduced to a midnight finish please.
4. We consider that this application should go to a licensing panel before any approval is given.
5. Fireworks should not be permitted at all.
6. Traffic management plans must ensure that site set up is also covered in signage, that is, that signs are put in place in sufficient time to prevent wayward vehicles entering the narrow, one way streets and causing traffic chaos as happened last year.

Mrs Broughton. Dementia Friendly Charlbury group is funded by WODC. The aim is to make Charlbury a dementia friendly community.

Permitted Development, Spendlove. Further letter to Prime Minister as the reply from Mr Bowles is not acceptable.

Go Ride. Timetables noted.

Ms Reason. CLP/N H Plans to return to agenda.

CPRE. Housing targets for West Oxon. Support as far as possible.

14. To hear the remarks of the County and District Councillors with reference to Charlbury.

County Councillor:

Liz Leffman reported on a meeting she had held with Mr Tucker at WODC (Strategic Director) re the solar farm application and had sought to consider how this might be progressed. She was looking for a steer on what may be acceptable in terms of size and visibility and hoped to work with a more senior planning officer and other interested bodies to achieve a satisfactory outcome.

Ms Leffman was asked to take up a matter of procedural concern noted by Councillors and the Clerk, who had attended the Uplands Committee where this matter was discussed. (Bladon application)

Hywel Davies was unable to attend. His report was circulated.
WODC contribution to Broadband enhancement.

15. To consider the June Surgery.

Dr Merry and Mr Hackman will attend on 7th June.

16. To consider the appointment of a trustee to the Gifford Charity.

Clerk to write to trustees to ask if they have an interested person. Council procedure then to be followed.

There being no further business, the meeting closed at 9.45pm.