

Meeting of Charlbury Town Council held on Wednesday 26th April 2017  
at 7.30pm in the Corner House.

**Members Present:** Mr P Kenrick (Chairman), Dr A Merry, Mrs K Broughton, Mr R Puttick, Mrs J Burroughs, Mr R N Potter, Mr R Fairhurst, Mrs N Ely, Mr P Morgan, Ms L Reason.

**Apologies:** Mr R Prew,

**1. To receive the minutes of the last meeting.**

Mr Potter proposed that the minutes be signed as a correct record, this being seconded by Mr Morgan and agreed.

**2. To deal with matters arising.**

**Ede Developments.** Little Lees land management - ongoing.

**Robert Courts.** In correspondence.

**Centenary Fields.** Set up meeting to consider possible designation of Nine Acres. Include R Caston and D Fowler.

**Election to fill vacancy.** 8th June is the date (set before General Election was announced). Need to attract candidates.

**Long Hedge and Ticknell Charity.** Mr R Prew elected as Council representative.

**Surgery.** Mr Puttick was thanked. Clerk has the issues raised and will respond.

**Parking Issues.** Chairman and Clerk met Mr Seton of WODC. Clerk to seek a meeting with relevant WODC officers and traffic sub-committee.

**3. Declaration of Interest.**

Mr Kenrick will not vote at item 10 as his wife is a Gifford Trustee. Mr Puttick declared a non-pecuniary interest as a nominated trustee.

**4. To sign orders for payment/receive report.**

The Clerk had previously circulated a list of accounts to be paid and explained these to those present. Mrs Broughton proposed that the accounts be paid, this being seconded by Mr Potter and agreed. Accordingly cheques were signed by three Councillors.

**5. To deal with Planning Applications.**

**The following plans were considered:**

**17/00790FUL & 17/00791 LBC** Alterations to relocate kitchen extractor unit at The Bull Inn, Sheep Street.

1. We consider that this does not represent a significant improvement on the appearance of that currently existing.
2. Expert advice on fumes/dispersion etc. should be taken and complied with fully.

**17/00832/FUL** Erect four dwellings on land East of 26 The Slade.

1. We would ask that investigations take place to avoid a situation where further development follows (as there is space available for this) particularly where this seeks to avoid section 106 or affordable housing contribution.
2. We object to this application on the following grounds:
  - i. Access/exit is at a difficult point on The Slade near to the School and the brow of a hill.
  - ii. There would be benefit in promoting discussion with the developer, Town and District Councils to consider local housing need.
  - iii. The private, un-adopted road is inadequate to serve four further dwellings.
  - iv. The precedent for further development will surely follow.
3. Can this go to committee and be the subject of a site visit please.
4. We ask that, if permitted, section 106 payment be sought for local community and school facilities which are needed to support population growth.
5. Is there sufficient infrastructure to support the proposal?
6. We understand that officers have persuaded developers at a similar site in Stonesfield to make section 106, or other contributions. Can this be tried for this site please?

**17/00889/FUL** Demolition of existing police house and adjacent garages. Erect 10 cottages with access from Hixet Wood.

The Town Council wishes to object to this application for the following reasons:

- a. The proposal does not meet the mixed tenure, including homes for rent, shared equity, self-build and co housing which the Town Council wishes to encourage
- b. This proposal represents an over development of a relatively small and difficult town centre open green space and does not enhance the Conservation Area.
- c. The site represents a "green corridor" in this part of Charlbury, from Tanners Court through to Park Street and, as such, encourages and supports flora and fauna, some of which we believe to be "red book" species. Development will inevitably lead to the destruction of a recognised habitat which currently supports a wide variety of species.
- d. The proposal will generate considerably more traffic in this narrow pinch point at the lower end of Hixet Wood. The area is already congested and represents the only area for many residents to park. Access to the site would inevitably lead to the reduction of current on street spaces to the detriment of existing users/residents with nowhere else to go. The parking proposals within the site are considered entirely unsatisfactory in design, layout and practical use.
- e. There needs to be significant provision for section 106 contributions to local infrastructure if the development proceeds, particularly for school spaces, water/ sewage, roads and footways and community facilities.
- f. This represents one of the last green field sites in the Town and is known for its springs and marshy condition (it abuts Spring Cottage). Is this a suitable site for development particularly in respect of the likely need for extensive foundation works and the inherent risk of flooding?

- g. It is considered that the various statements supporting the application are skewed and do not represent reality in terms of transport/ environment/access and similar.
- h. In a 2016 assessment WODC described the site as unsuitable for development, SHELAA update 2016 revised appendix 3, SHELAA reference 359a. This surely has not changed and, if it has, why is this so?
- i. In other previous proposals of a similar nature (Rushy Bank, Little Lees) the District Council required a public meeting to be held to explain and consult widely within the community. Surely this should also be applied in this case where the proposal is for a sensitive and contentious site?
- j. The proposal is not public transport friendly and encourages the use of cars in an area which is entirely unsuitable in terms of width, with equally narrow and congested approach roads. An increase in traffic can only exacerbate an existing problem and is not acceptable to residents in this area and generally.
- k. There will be considerable overlooking of adjoining properties numbering some five or six including Spring Cottage which seems to have been overlooked in the submission. This will lead to a loss of visual amenity and intrusion in to near neighbours views.

For the above reasons we ask that this application go to committee and be recommended for a site visit to enable Members to appreciate the valid concerns of Charlbury Town Council and all other respondents.

**17/00971/S73** Variation of permission 15/00914/FUL. Hard and soft landscaping detail. Spendlove Centre, Enstone Road.

- 1. We have no objection.

**17/01056/HHD** Two and single storey rear extensions at 8 Hughes Close.

- 1. We have no objection.

**17/01374/S73** Variation of condition 2 of consent 13/1688/P/FP to amend previously approved plans. 2 Police House, Hixet Wood.

- 1. We have no objection.

## **6. To deal with Correspondence.**

**OCC.** Progress on Unitary Authority submission. Noted

**A Kirkwood.** 20mph scheme. Hold until County Council elections are completed.

**S Andrews.** Corner House Open Day. L Reason and K Broughton to prepare something. Agenda item June. This is an opportunity to say what the Council does.

**Tour of Britain.** This will pass through Charlbury on 9th September, Woodstock Road/Park Street/Market Street and Dyers Hill. Possibly around midday. There will probably a significant number of spectators. Does the Council need to take any actions?

**Mill Field.** To group preparing a management plan.

**GWR.** Meeting dates to be chased - need to consider local traffic infrastructure contributions. Meeting on site in day time. Clerk to arrange.

**R Courts.** Enquiry to DCLG re payment for care in addition or separately for Councillor allowances. Ms Reason asked if the Council could pay this directly. Mr Fairhurst said that the Town Council was not a qualifying council to do so.

**Allotment Report.** Noted. Clerk to act on issues raised.

## **7. To consider the Neighbourhood Forum.**

Dr Merry had circulated a report. The following was reported:

Landowner consultation to commence shortly with adverts in the *Witney Gazette* - responses to be analysed by end of June.

Additional locality funds to be applied for.

A new administrator has been appointed (Claire Wilding).

Woodcote N H Plan may provide a good template.

A compilation of survey results was circulated to all at the meeting.

Community Action Group - looking at several areas with follow up groups.

## **8. To consider a possible Cotswold National Park.**

In his capacity a Parish representative on the Cotswold AONB board, Dr Merry, had circulated a brief paper to gauge views on this possibility. Following much discussion the principle was accepted. Councillors to consider further with an item on the June agenda to decide.

## **9. To receive a report from the APM held on 31st March.**

A brief report was noted from the Clerk. All issues raised are already in hand.

## **10. To consider payment of grant monies to the Thomas Gifford Trust.**

The Clerk had been asked to prepare a conditions statement to be attached to the grant as agreed in September 2016 and to satisfy financial regulations. This was circulated prior to the meeting with a recommendation of acceptance and an instruction to apply to PWLB for £130,000 of the borrowing approval (up to £200,000)

Mr Potter proposed that the conditions be sent to the Trust for signature and that a loan of £130,000 be sought from the PWLB this being seconded by Ms Ely. **F 8, A 0.**

NB: Mr Kenrick and Mr Puttick took no part in the vote.

## **11. To receive reports.**

- a. Cemetery. 'Bridge' on permissive path needs to be checked.
- b. Corner House and Memorial Hall. A Report circulated.
- c. Mill Field, Watery Lane and bridges. Report circulated. A group will be formed to produce a management plan. Dr Merry has surveys in hand and will seek views of users. A management plan to be put on the June agenda.

- d. Nine Acres. HSPA has been cleaned but remarking is yet to be done.  
Pavilion link to Community Centre proceeding.  
Football Club talking to planners re extension to pavilion.  
Footpath chipped bark surface an improvement.  
Considering the court management by the Tennis Club.
- e. Quarry Lane an Ticknell. No report.
- f. Wigwell. Report Circulated.
- g. Gifford Trust. Report Circulated.  
Ms Reason said that as the Council were giving a large sum to the Trust she would like to have seen a more measured response to the Council's proposal to name the centre rather than just the Community Centre which it is not. Why can't this be done - not wanting a competition with other community facilities.  
There was some discussion around this and alternative names such as the Gifford Centre. It was agreed that Robin Puttick would raise this matter again at a Trustee meeting.  
Ms Reason proposed that this Council do not wish the building to be called the Community Centre as other places also exist for the community, seconded Mrs Burroughs. **F7, A 2.**
- h. School Governor. No report.
- i. Transport. Report circulated.

There being no further business, the meeting closed at 9.12pm.

Signed.....  
Chairman