

Meeting of Charlbury Town Council held on Wednesday 24th August 2016  
at 7.30pm in the Corner House.

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

**Apologies:** Ms L Reason.

Prior to opening the meeting, the Chairman reported that Mrs A Hereford, a former secretary to the Gifford Charity, had recently died. The Clerk attended the funeral.

He reminded members that the Planning Committee includes all Councillors and there are often speakers in attendance. Mr Clemson offered his apologies for missing the previous meeting.

**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 Mrs Broughton and agreed.

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

**Section 106 Elmstead.** Not yet available.

**Sports and Social Club.** A further meeting was held on August 2nd which was useful and constructive. Mr Fairhurst was thanked for producing a draft constitution for consideration by the club.

**Riverside Festival.** Some food waste was found in the copse after the event. This was dealt with by the Chairman and Andy Pickard.

**Station Manager** will speak at a forthcoming meeting.

**Surgery.** Mr Prew urged Councillors to participate as a means of engaging with residents.

**Photos for the website.** The Clerk reminded Councillors to send photographs for inclusion to Mrs S Finch as requested. Possible group photo for museum.

**3. Declaration of Interest.**

Mr Kenrick declared an interest at item 5 (planning re footpath diversion) for the avoidance of doubt as his wife is a Gifford Trustee and serves on the Nine Acres Management Committee.

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

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

## **5. To receive a report from the Planning Committee.**

Acting Inspector Fishwick attended the meeting and there was a useful exchange of information with questions and answers following. Crime is generally reducing in West Oxon. Charlbury will retain a PCSO.

Mr Potter pointed out that there was no mention of the closure of the police session in the Corner House and asked that in the email thanking the Inspector this be raised.

The following plans were considered:

**16/01031/POROW** Permanent diversion of public right of way (Footpath 156/6) at Spendlove.

1. We have no objection and fully support this proposal, proposed by Mr Morgan, seconded Mr Potter. F.9, 1 Abst.

NB: Mr Fairhurst took the Chair and Mr Kenrick left the meeting for this item.

**16/02347/S73** Erect garage and studio with store above (remove condition 2 of **15/01749/HHD**) part retrospective at 10 Sandford Park.

1. We deplore retrospective applications.

2. There appears to be considerable local objection.

3. We ask, that if permitted, this be conditioned to be used with the occupancy of 10 Sandford Park to prevent the establishment of a separate dwelling.

4. We object to the apparent abuse of the planning system.

**16/02535/HHD** Install solar panels to roof at 44 Ticknell Piece Road.

1. We have no objection.

**16/02578/HHD** Refurbishment works at Flowerpot, Market Street.

1. We have no objection.

**16/02678/HHD** Amendments to permission **15/02026/HHD** at Broadstone Farm, Ditchley Road.

1. We consider this to be an improvement.

**16/02687/HHD** Two storey extension at 4 Thames Gardens.

1. Can near neighbours' concerns be noted please. Otherwise no objection.

**16/02699/HHD** Extension and relocate garden access at 97 Ticknell Piece Road.

1. We have no objection.

**16/02829/FUL** Change of use from photographic library to general office at Noah's Ark, Market Street.

1. We have no objection.

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

**WODC.** Invitation to comment on the Wilderness Festival. The Chairman had prepared a brief note to respond to this request which was discussed and further points raised. The Clerk to summarise and include these in a reply to WODC licensing.

**OCC.** Comet Service. Noted. Leaflets in Corner House and notice to main notice board.

**ROSPA.** Play Safety Report. Noted. Clerk to act as required.

**Zurich.** Tree Works. Clerk to get the duty of care tree works under way with Boward Trees.

**APM.** Date changed. 31st March 2017 at 8.00pm.

**Working Group.** Next meeting October 12th at 8.00pm. (September agenda to decide the meeting agenda) - operation of Council, roll of honour for volunteers. Meeting 8th March 2017.

**Claire King.** Check date.

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

Dr Merry reported with an update on progress and analysis of the questionnaire. There will be two separate steering committees for the NDP and CLP.

An initial meeting of the NDP has been held. Dr Merry has produced terms of reference. Mr Kenrick will chair the meetings and Mr R Evans is Vice Chairman. Mrs Burroughs will serve as a Town Councillor volunteer and accordingly was proposed by Mr Potter, seconded Mr Prew and agreed.

It was agreed that as work progresses the notice boards will be updated to inform residents of progress.

## **8. To consider the process for a public loan application.**

It was agreed that a working group meeting would be held on 7th September at 8.00pm to discuss this matter in detail and to provide a recommendation to the September meeting of the Council. Mrs Broughton sent apologies.

## **9. To allocate reports/responsibilities from the Annual Meeting.**

Cemetery - Mr G Clemson. Proposed Mr Potter, seconded Mr Fairhurst and agreed.

Street Fair - Ms N Ely

NAG. To be deleted.

General Report. Is this necessary?

**10. To receive a report from the transitional services working group.**

There was some discussion around the report circulated by Mr Kenrick. It was agreed that:

- OCC be invited to further discuss options.
- A volunteer meeting be held.
- Flyers be produced and circulated with The Leaflet.
- A public meeting may be held at an appropriate time.

**11. To receive reports.**

- a) Cemetery. Main paths need resurfacing.
- b) Corner House and Memorial Hall. No meeting in August. Street Fair helper appeal is fruitful, accounts being addressed.
- c) Mill Field, Watery Lane and bridges. See report. Price for fence extension at Jubilee Bridge to be sought, link path from Watery Lane to be improved with stone/gravel. Complaint from neighbour is unjustified, need for a biodiversity report and new signs at gate.
- d) Nine Acres. Mr Prew asked if volunteers could tidy up 9 acres as part of the volunteer project being set up.
- e) Quarry Lane and Ticknell. See report circulated.
- f) Wigwell. See report. Thames Water are providing replacement information boards. Need for advertisement consent.
- g) General. See report.
- h) School Governor. Reported in July by email.
- i) Transport/Station. New manager in place (Claire King). Parking charge issues being dealt with. X9 bus service doing well.
- j) Neighbourhood Action Group. Not in existence at present.

There being no further business the meeting closed at 9.37pm

Signed.....

Chairman.....