

Meeting of Charlbury Town Council held on Wednesday 22nd February 2017
at 7.30pm in the Corner House.

Members Present: Mr P Kenrick (Chairman), Mr P Morgan, Mr R Prew, Mr R N Potter,
Mrs J Burroughs, Mr R Puttick, Mrs K Broughton, Mr R Fairhurst,
Ms L Reason

Apologies: Dr A Merry, Mrs N Ely

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 Prew and agreed,

2. To deal with matters arising.

Post Office. Correspondence is continuing.

Ede Development. Section 106 has now been signed. Clerk to arrange a further meeting with Edes and The Wychwood Project, who seem to be interested in managing land at the Little Lees site. Details need to be worked through.

Robert Courts. Will be meeting Councillors on Friday 10th March 9 - 9.30am. Any questions to be sent to the Chairman to enable a list to be produced (by March 3rd please).

Nine Acres. Meeting held with Football and Sports Club on 13th February with a steer given as to proceeding with the project.

Election. There were no nominations received. Further election to take place until vacancy is filled. Mr Fairhurst has put a note in the February *Leaflet*.

Nine Acres Lane parking. Meeting to be arranged.

Centenary Fields. Meeting to be arranged.

DCLG. Loan sanction application under consideration. The Clerk was thanked for his work on the submission.

3. Declaration of Interest.

Mr Potter declared an interest at item 4 as a cheque recipient

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 Morgan and agreed. Accordingly cheques were signed by three Councillors.

5. To receive a report from the Planning Committee.

At the meeting on Monday 20th February, County Councillor, Rodney Rose introduced Tom Pierpoint and Huw Jones from GWR. A presentation was received in respect of preliminary proposals to increase car parking spaces at the Station. This would involve a new area in an adjacent field, to the left of the Station approach and a second tier on the existing car park. GWR to be asked to involve the Town Council in a joint working group to develop the proposals further. There was a useful question and answer session.

CIL. A draft response to WODC was considered at the meeting and the Clerk was asked to produce a final version for Wednesday.

Mr Potter proposed that the response as circulated be sent to WODC, seconded Mr Morgan and agreed.

Position Statement New Housing. The paper produced by Mr Fairhurst to be formally adopted at the March meeting (Agenda item). Mr Fairhurst was thanked for producing an excellent document.

The following plans were considered:

17/00118/HHD Rendering of modern brickwork to front and rear of property at 1 Wellington Cottages.

1. The colour of the render is very important and should be carefully selected.
2. Could a thermally insulated render be used.
3. Are the recently renewed roof tiles acceptable as they do not appear on the application.
4. Otherwise no objection.

17/00284/FUL Convert existing garage into separate living accommodation for the existing house at 64 Ticknell Piece Road.

1. We have no objection but ask that the use be conditioned to the occupancy of the main dwelling.

17/00337/HHD Extensions and alterations at Orchard Cottage, 3 Spelsbury Villas, Spelsbury Road.

1. We have no objection.

6. To deal with Correspondence.

WODC. £30 charge for green bin from 1st April noted.

OCC. Minerals and Waste Strategy noted.

S Andrews. Corner House Open Day. Council will participate.

Riverside. Use of Mill Field, 29/30th July. This was agreed subject to usual conditions and a request that in future years the date be considered carefully to prevent a 'bunching' of local festivals giving residents breaks between them. Proposed Mr Potter, seconded Mr Prew and agreed.

High Sheriff. Noted. Await further correspondence.

20 mph Zones. Ask Mr Kirkwood to meet Chairman, Vice Chairman and Clerk to discuss further the proposals put to him.

Ady Podbury. Grass cutting Nine Acres. Mr Potter proposed that the rate of £112.50 + VAT per cut be accepted, this being seconded by Mrs Broughton and agreed.

Mr Clemence. Letter expressing concerns at GWR car park proposals. Clerk to ask GWR to consult the Environment Agency on this as soon as possible.

WODC. Further election. Poll cards not required.

7. To consider the Neighbourhood Forum.

It was reported that articles in the Chronicle will update and inform residents. The Chairman reported that the Forum were seeking to appoint a replacement for Lucy Crane-Lupton to assist in the administration process and that as part of the development N/H plan it was necessary to carry out consultations with landowners in an open way giving all owners the opportunity to participate in the process. This could identify possible development sites and green spaces to include in the plan. The plan has to be robust and be able to demonstrate that a clear and open process has been followed. Accordingly clear guidelines will be made available based on the code of practice for such consultation, each being minuted and attended by an independent 3rd party observer. Advertisements will be placed in the press to announce this process.

The Chairman, Mr Kenrick, proposed that this process be supported by the Town Council. **F 6, Abst. 1.**

Mr Potter declared an interest as a landowner and took no part in the vote.

8. To consider the Town Proud Group.

Mr Morgan said that this should be referred to as a Working Party. A good job has been done so far with a recent lull in activity. He thanked Mr Lightfoot for arranging collection of arisings. There was some discussion on the matter of grass cutting and contribution of householders in keeping their frontage tidy where possible.

It was stated that this year there are some monies to pay for extra verge cuts to supplement the one by OCC. This year will provide the data for next year's planning. Mr Fairhurst will include a note in the next Chronicle report.

9. To consider an agenda for the Working Group meeting on 8th March.

Car Parking and Recycling.

Councillor allowances

Clerk to discuss alternative recycling sites with WODC officers.

10. To consider the APM. March 31st.

Normal Agenda to be used.

11. - to end of meeting awaiting the return of Ms Reason from a One Oxfordshire meeting.

12. To consider the transparency paper (previously circulated).

Mr Puttick was thanked for producing the paper and draft terms of reference. There was a brief discussion on the need for more information.

Mr Kenrick proposed that the group be set up with the terms of reference as set out.

F 5, Abst. 2

The group will consist of Mr Puttick, Mr Morgan, Mr Fairhurst, Dr Merry and Mrs Burroughs.

13. To receive Reports.

- a. Cemetery. Footpath is being resurfaced. Allotment tap in Evenlode Close is being repaired.
- b. Corner House and Memorial Hall. Report circulated.
- c. Mill Field, Watery Lane and bridges. Report circulated.
- d. Nine Acres. Minutes circulated.
- e. Quarry Lane and Ticknell. Report circulated. Blackthorn needs cutting back near skatepark. Ask Green Gym or Cotswold Wardens.
- f. Wigwell. Mr Kenrick reported.
- g. Gifford Trust. Report circulated. There was some discussion as to naming the centre to reflect the Spendlove Centre. Mr Puttick will put this to the trustees.
- h. School Governor. No report.
- i. Transport/Station. Buses. S 3 Stagecoach useage survey under way.

11. To consider a response to the One Oxfordshire Proposal.

There was considerable discussion on this subject and the document prepared by Mr Kenrick which had been circulated. It was considered that this needed to be reduced in size to form an initial response to OCC and to include comments on areas of concern. The Council generally felt that it would like to be involved in developing this proposal once it comes to the consultative stage following a submission to DCLG.

It was agreed that this was an opportunity for local Councils to say what they would wish to see as an outcome of this proposal.

Mr Fairhurst agreed to produce a shortened version of Mr Kenrick's paper for submission to OCC.

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

Signed.....
Chairman