

Meeting of Charlbury Town Council held on Wednesday 27th January 2016
at 7.30pm in the Corner House.

Members Present: Mr P Kenrick (Chairman), Mr R N Potter, Mr R Prew, Ms H Baldwin,
Mrs S Finch, Mrs K Broughton, Mr R Fairhurst, Mr T Skelton, Ms L Reason.

Apologies: Dr A Merry, Mr W Hackmann and Mrs V Pakenham-Walsh.
Mr R Rose and Mr A Graham were also unable to attend.

Prior to the meeting opening, the Chairman made the following points:

1. There is an election in May and there is a need to encourage as many candidates as possible. (Chronicle Article from Mr Fairhurst.)
2. He will be away from 1st February for around six weeks.

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.

Wilderness Festival. Two meetings were held by the team on 11th January with around 40 attendees. A useful meeting. Extra signs needed to stop traffic using Hixet Wood - Rufus Lawrence to be asked to brief Council in July. Visit/tour to be requested for new Council.

Local Plan. Delayed for WODC to further consider housing numbers and other matters. Delayed until December 2016.

Transitional Services Group. Not yet met. Meeting to be called in February by Mr Skelton. Standing agenda item.

Lych gate. Some concern at safety of woodwork. Has been checked and appears to be safe - old oak posts cracked but solid.

Nine Acres footpath diversion. For community centre build. The chairman had attended a meeting to discuss the proposed route with members of Nine Acres committee, Gifford Charity and Dan Weeks of OCC. Costs to be borne by Gifford Charity. Mr Prew raised concerns about the possible closure of the path in line with closure of other permissive paths and the proximity to the front of the pavilion in case of future pavilion extensions.

3. Declaration of Interest.

Mr Kenrick and Mrs Broughton declared that they had attended a meeting at Elmstead, held by an applicant for development to discuss and inform neighbours of her plans. There is no pecuniary interest involved.

4. To sign orders for payment/receive report.

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

5. To deal with Planning Applications.

The following plans were considered:

15/04465/HHD Extensions and conversion of existing workshop to create home office at Zelyan, Sheep Street.

1. We have no objection.

16/00039/FUL Erect 4 dwellings, including one self-build unit together with associated works and garaging. Alterations to existing dwelling to include a single storey extension. New vehicular access from Pooles Lane and pedestrian refuge at Elmstead, Crawborough.

1. We are aware that the applicant has conducted local consultation and applaud this.
2. Access: access is a real problem at this point on a narrow carriageway with access/exit from Bayliss Yard almost opposite. There is a need for a site visit by the planning committee to fully appreciate this issue and to enable an understanding of the implications. This should include the OCC highways engineer.
3. There is concern at the height of the proposed buildings on plots 2, 3 and 4 and the adverse visual impact in this important part of the Conservation Area.
4. Can some form of planning gain be requested to address issues of traffic speed etc. on Pooles Lane to minimise the safety impact of the proposed exit from the site - perhaps a raised table or reduced speed limit.
5. Is there adequate provision/capacity for sewage disposal. There have been many problems in this area previously.
6. Can this go to committee please.
7. Can particular regard be given to conserving the character of this part of the Conservation Area.
8. Has sufficient thought been given to the orientation of the proposed properties with respect to the use of solar panels for energy efficiency.
9. Can the existing walls be repaired to a high standard as they are visually important.
10. The access needs to be wider to enable a better visibility splay.
11. Can neighbours comments be carefully considered.

16/00238/HHD & 16/00239/LBC Convert outhouse to studio at The Lawn, Market Street.

1. We have no objection.

6. To deal with Correspondence.

D. Cameron. Sale of Housing Association properties. It was considered that the reply missed the point of the letter from this Council.

The Chronicle. Retirement of editor, Mrs Murphy. Mrs Finch was thanked for taking over.

A. Podbery. Fees for grass cutting in Nine Acres agreed.

Riverside Festival. Use of Mill Field for 23/24 July agreed. Free of charge subject to acceptance of usual conditions, proposed by Mr Potter, seconded Mr Fairhurst - unanimous.

Mr Lawson. Buses in Church Street. Advise Mr Lawson to address concern to Stagecoach and Local Traffic Commissioner.

Lord Rotherwick. Will attend February Planning meeting to discuss events in 2016.

Nine Acres Management Committee. A letter sorting out the issues being dealt with by the committee arising from the development of the adjacent community centre had been received. It was agreed on a proposal from Mrs Finch, seconded Mrs Broughton that the committee be supported in their deliberations in this regard. F7. Abst. 1.

Mandy Cooper. Sports and Social Club issues. Mr Fairhurst agreed to assist the club in seeking ways to enable the raising of the funds needed. Meeting to be arranged.

P. Jenkins. Revisions to report given in January noted.

D. Fowler. Appointment of three trustees to the Longhedge and Ticknell Charity. Mr Fairhurst proposed that the three existing nominees be retained, this being seconded by Ms Reason and agreed. (Messrs, Potter, Widdows and Harrison.)

7. To receive reports with reference to Charlbury.

a. County Councillor. Mr Rose was unable to attend but sent a brief message that the proposed budget had been agreed by Cabinet and would now go to full Council in February.

b. District Councillors. Mr Graham had sent apologies.

Liz Leffman reported as follows:

A 900 signature petition re bus services was to be presented to OCC and she will be addressing the full Council on this matter. Pulhams may continue a reduced service.

Spendlove recycling site was very bad over Christmas. Need for a proper replacement for Dean Pit still being pursued vigorously.

Some new houses to be built by Cottsway on the Play Area site at Sturt Close.

OCC - possible energy saving of street lights switched off for a period overnight.

WODC now considering the possibility of challenging the permitted development rights - offices to accommodation in specified circumstances. Properties affected in Charlbury need additional sites adding.

8. To consider the Neighbourhood Forum.

The following was reported:

Questionnaire has been finalised.

Town Council element needs to be approved.

Printed questionnaire will be distributed to every household.

There will be four questionnaires for different categories.

Volunteers will distribute and collect. (Name Badges).

The Chairman wished to record the Council's thanks to those involved for bringing this together.

9. To consider charges and fees for 2016/17.

Mr Potter proposed that an increase of £5 for all burial and associated fees, save for the interment of a child, be made. Allotment rents to remain the same. This was seconded by Mr Prew and agreed nem con.

10. To consider the Boundary Walk.

Rogation Sunday is May 1st. Clerk to begin the procedures to contact land owners for consent.

11. To consider the Queen's 90th Birthday celebration.

A letter had been received from the Vicar seeking a donation of £150 for a flower festival at the Church to which all residents would be welcome as a celebratory event.

Ms Reason proposed that £150 be given, this being seconded by Mrs Broughton and agreed (cheque next meeting).

A letter of congratulations to Her Majesty was proposed by Mrs Finch, seconded Mr Skelton and agreed. F7. Abst. 2. Mr Fairhurst to include something in the next report in the Chronicle.

12. To consider the February Surgery.

Mrs Broughton and Ms Baldwin or Mr Prew to attend.

13. To consider a report from the traffic sub-committee.

The Chairman had circulated a copy of the report. Ms Baldwin expressed concern at the likely loss of parking at Spendlove during the construction of the community centre for local users and those taking part in Walkers are Welcome organised walks. There are alternatives available. Write to the T.C. Charity to request that the arrangements for this are considered and discussed.

14. To consider tree surgery at the Cemetery and Nine Acres.

The Clerk reported on the subsidence claim made by the occupant of Glebe House and that this was in the hands of Council's insurers.

The Clerk was asked to arrange the above surveys and recommended the use of Boward Trees, This was agreed on a proposal from Mr Potter, seconded Mr Fairhurst

There being no further business the meeting closed at 9.50pm

Signed.....
Chairman