

## Meeting of Charlbury Town Council held on Wednesday 25<sup>th</sup> January 2017 at 7-30p.m. in the Corner House.

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

**Apologies:** Mrs K Broughton and Mr R Rose (County Councillor)

Prior to opening the meeting, the Chairman reported that he had attended a SAG meeting at WODC to consider the Wilderness Festival with Mr Potter, the Clerk and Ms L Leffman. The organisers are to address late night/early morning noise issues by rearranging timings to promote more spoken word with less music at these times. Road signage will be erected two weeks in advance to seek better control of infrastructure delivery traffic.

### 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.** Ms Reason reported that if the town is to retain a Post Office Local a retailer able to accommodate this needs to be found (turnover £4K per week). A letter has been sent to the Co-op pharmacy management to explore the siting further. Mr Puttick reported that a P.O. counter might be possible in the new community centre.

**Ede Holdings.** Amenity land management on the site at Little Lees is still under discussion with the Wychwood Project and the company. The Town Council may need to offer some ongoing support. Ms Reason reported that Sustainable Charlbury will become a charity and will be distributing the community benefit from the solar farm. Perhaps it could provide a grant.

**Town Proud.** A sweeping schedule has been provided by WODC. Item for February agenda.

**Robert Courts.** A number of Councillors have met him at a meeting arranged by Gifford Trustees.

**Mill Field.** Mr Ker will operate the sluice in the absence of Dr Merry.

**Nine Acres.** The Football and Sports club have met with the management committee to discuss/ consider thoughts for the extensions to the pavilion building. A dialogue has therefore started. Mr Fairhurst has produced an action plan to progress this matter.

Mr Prew expressed concern that the Sports club are being given the "run around". It seems that one person objects to the proposal and is seeking to influence others. There is a clear need for all parties to pull together on this and bring the project to fruition. A clear understanding of progressing this and the route to follow has to be established.

Following considerable further discussion, it was agreed that the Town Council supports this project and wishes to take it forward by establishing a wider stakeholder group with a remit to take the project forward. A further meeting with the club will take place with a view to setting this up.

### 3. Declaration of Interest.

None were declared.

### 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. Mr Potter 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.

The following plans were considered:

**16/04101/HHD** Demolish porch and outer wall, minor alterations and extension at The Old Coach House, The Slade.

1. We have no objection.

**16/04142/FUL** Erect dwelling and garage with office over at land east of Ambleside Farm Ditchley Road.

1. We have no objection.

**16/04143/FUL** Erect replacement Barn, land east of Ambleside Farm Ditchley Road

1. We have no objection.

**16/04167/FUL** Change of use of agricultural land to form a new vehicular access to serve Woody Lane House at Woody Lane.

1. We have no objection but ask that the exit on to Woodstock Road be carefully considered, in terms of safety, by highway engineers.

**16/04185/HHD** Convert garage to office, single storey extensions at 5, Ticknell Piece Road.

1. We regret the loss of two parking spaces currently provided by the garage.
2. Can the use of this be conditioned to the occupation of No 5 to prevent the establishment of a separate dwelling?
3. Can care be taken to ensure that the design proposed is in keeping with that of the area generally?
4. Otherwise no objection.

**1604206/FUL** Erect first floor extension to form one flat at Fiveways Store, Sturt Road.

1. We have no objection.

**16/04260/FUL** Partial demolition of existing stables, erect barn extension to create new covered stabling. Conversion to provide groom accommodation at Bobwell Farm Spelsbury Road.

1. We have no objection.

**16/04264/HHD** Erect single storey rear extension at 6 Tanners Court.

1. We have no objection

**17/00210/FUL** Convert detached garage to self contained annexe at Old Stones, 60 The Slade.

1. We have no objection.

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

**WODC Notice of request for an election.** Ms Reason said that she hopes that candidates offer themselves for an election (from those 10 requesting an election) to justify any costs.

Does this Council require poll cards to be issued in the event of an election? Mr Potter proposed that poll cards be issued this being seconded by Ms Reason.

Dr Merry proposed an amendment that poll cards are not issued seconded by Mr Fairhurst. Voting on the amendment F6 A 2.

Taking the amendment as the substantive motion F6 A 3

Accordingly poll cards will not be requested.

**Mr. Siford** Petition re the development proposals for land to the rear of Jeffersons Piece (local Plan modification). Copy of letter to WODC noted.

**Dr Merry.** Request to join community land trust organisation. It was agreed to do so. N/H Forum to provide the Clerk with necessary details.

**G Terry/ J Holah.** Parking at the bottom of Nine Acres Lane. Meeting with Police and OCC to be arranged to consider this and other sites.

**Unitary Authority and OCC.** Response to the One Oxfordshire proposal to be agreed at the February meeting. Any comments to Clerk and Chairman please. February agenda.

**Mrs D Ford.** Tree and bush removal at rear of her property in Little Lees. Cottsway Housing could have dealt with this with greater sympathy/ consideration.

## **7. To receive reports with reference to Charlbury.**

**a) County Councillor** Mr Rose is unwell and unable to attend. The Clerk was asked to wish him a speedy recovery.

### **b) District Councillors**

Mr Graham reported as follows:

The youth theatre is going well. He thanked the Council for the forthcoming grant. Collaboration with CADS is now taking place.

The planning application at Five Ways has been refused. An appeal may follow.

Sturt Close. The development by Cottsway has been approved. Play space is very small but this was balanced against the need for housing.

Local Plan examination is now due. Consultation has finished.

Potholes are a problem.

Ms Leffman reported as follows:

Parking at Nine Acres Lane. She has written to Maria Wheatley. OCC has to decide if WODC manage this.

There is a petition in the post office and on line.

Park Street. Better parking needed to prevent encroachment, perhaps a white line as in Browns Lane

Rochester Place garage forecourt part repaired only.

Slow progress is being made with regard to a possible recycling facility at Enstone Airfield. Finances are being reviewed.

Garden waste collection will be chargeable from 1<sup>st</sup> April.

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

Dr Merry had previously circulated a report which would evolve in to an article for The Chronicle. He reported as follows,

Consultation with a variety of organisations is very important, particularly when the plan is examined.

It may be advisable to identify possible development sites to avoid just windfall or developer led projects. This may give an opportunity to participate in hosing mix/ need and the protection of green spaces. This will be opening up to all local landowners to put forward sites to avoid any subsequent challenges.

The Community Action Plan is progressing with 3 groups looking at specific issues. The group is currently seeking a replacement for Lucy Crane Lupton.

## **9. To consider fees and Charges for 2017/18.**

Mr Morgan proposed that all existing fees and charges save for the interment of a child, be raised by £5, this being seconded by Mr Prew and agreed.

## **10. To consider the Boundary Walk.**

This will take place on May 21<sup>st</sup>, Rogation Sunday. The Clerk will write to all landowners with the addition of the Solar Farm to seek consents.

## **11. To consider the February surgery.**

Mr Prew and Ms Reason will be present on 4<sup>th</sup> February.

## **12. To consider 20 mph proposals.**

Mr Fairhurst had previously circulated two alternative proposed plans for consideration. Mr Morgan proposed that the plan including the Enstone Road crossroads be put forward as the preferred option this being seconded by Ms Reason and agreed unanimously Clerk to forward to Mr Kirkwood at OCC.

### **13. To consider a possible Centenary Field site.**

Nine Acres was considered to be a possible site. Clerk to review existing covenants and then convene a meeting to include Mr Caston, Mr Kenrick, Mr Potter, Mr Fowler and the Clerk to discuss further.

### **14. To agree the submission to DCLG for loan approval.**

The Clerk had previously circulated the paper. Mr Potter proposed that this be accepted seconded Dr Merry and agreed nem con. The Clerk was thanked for producing the paper.

### **15. To consider cheque signatories and mandate.**

Mr Potter proposed that the Council now adopt two signatories per cheque (not three as at present) and that the bank be notified accordingly when the new mandate is submitted. This was seconded by Mr Fairhurst and agreed unanimously. Mr Puttick and Mrs Burroughs to be additional signatories to add to Mr Potter, Mr Prew and Mr Kenrick. Clerk to arrange in due course.

### **16. Questions to Chairman.**

Ms Reason reported that she had been approached by a younger resident in respect of standing for election. Can the Council pay babysitting costs? The Clerk and Chairman reported briefly on enquiries made re this topic. It was agreed to put this forward for discussion at the March working group meeting. Report to be prepared.

Mr Potter asked if a letter could be sent to Mrs Walton and Mrs Fairhurst to thank them for their efforts in arranging the placement of Xmas trees.

Representatives of Cornbury and Blenheim to be invited to future meetings.

Transparency paper to February agenda.

There being no further business the meeting closed at 9-37p.m.