

Meeting of Charlbury Town Council held on Wednesday 24th June 2015
at 7.30pm in the Corner House.

Members Present: Mr P Kenrick (Chairman), Mr R N Potter, Ms H Baldwin, Mr R Fairhurst,
Ms L Reason, Mrs K Broughton, Mrs V Pakenham-Walsh (7.40pm)

Apologies: Dr A Merry, Mr W Hackmann, Mr R Prew, Mrs S Finch.

Prior to opening the meeting, the Chairman reported as follows:

1. Condolences were sent to Russell Robson.
2. Minutes of the May meeting were compiled from notes made by Mrs K Broughton, Mr Kenrick and Mr Potter (planning).
3. He had met the Chair of the Gifford Trust on June 11th to introduce himself and to discuss/clarify the trustee appointment pending.
4. An invitation to the AGM of the Witney CAB has been accepted.
5. An invitation to the licensing of the new vicar (Rev. Dr Sally Welch) has been accepted.

1. To receive the minutes of the last meeting.

Mrs Broughton proposed that the minutes be accepted, this being seconded by Mr Fairhurst and agreed.

2. To deal with matters arising.

Defibrillator. Should now be in place on the wall of the doctors' surgery at Spendlove. Training programme to be agreed with Mr Tracey (Ambulance Service).

Use of North Lodge entrance to Cornbury. The use of its own sign by the Council would likely be illegal. A meeting with the estate is needed to discuss traffic management and entrance use after the forthcoming Wilderness Festival - early September and then on September agenda. (Chairman, Vice Chairman and Clerk).

Section 106 & CIL. Request meeting with Giles Hughes at WODC to discuss further, (Chairman, Vice Chairman and Clerk).

Post Office. Ms Reason has spoken to the Post Mistress and asked her to seek further signatures. M/s Leffman reported that it is likely that the PO will stay open but operate differently.

Election of Town Councillor will take place on 25th June.

Quiet Garden is in place at the Baptist Church.

Rochester Place Garages. Mrs Pakenham-Walsh to provide information to Mr Graham.

3. Declaration of Interest.

Ms Reason declared an interest in any matter related to Southill Solar and took no part in discussions.

4. To sign orders for payment/receive report.

The accounts to be paid were circulated and explained by the Clerk. Ms Reason proposed that the accounts be paid, this being seconded by Mrs Broughton and agreed. Accordingly cheques were signed by three Councillors.

5. To receive a report from the Planning Committee.

The committee met on Monday 22nd June and considered a number of plans.

Dave MaCalmant and Rufus Lawrence were present to discuss plans for the Wilderness Festival this year. There were a number of points raised and discussed including traffic management and signing (OCC approval awaited), site layout, noise control, drugs/thefts on site, start times for entrance to car parks/camping areas.

Questions were answered and the organisers agreed to:

1. Send the traffic management/signage plan.
2. To invite members to a tour of the site (on Saturday).

The Chairman thanked Dave and Rufus for attending.

Support for Southill Solar planning application. (15/01523/FUL)

Following some discussion on the text of the presentation to be made.

Mrs Broughton proposed that the Chairman speak on behalf of the Town Council at the Uplands planning meeting in July in line with the draft statement circulated. This was seconded by Ms Baldwin. F 4, 1 Abstention. Agreed.

An email from Dr Merry was considered. This suggested that the Town Council needed to refer to the comments of the AONB. The Clerk reported that he had not been able to substantiate the need/requirement in consultation with Planning Officers.

Planning Applications considered:

15/01707/LBC Amendment to consent **13/171/P/LB** to allow changes to window details at The Old Bakery, Market Street.

1. We have no objection.

15/01749/HHD Erect garage and studio (store above) at 10, Sandford Park. Amendment to **14/02047/HHD**.

1. We have no objection.

15/01771/HHD Two storey rear extension and new dormer window (re submission of **14/1161/P/FP**) at the Old Fire Station, Browns Lane.

1. We object to the loss of a business premise.
2. The proximity to the memorial Hall, a community venue, with associated noise and music is considered to be a problem.
3. There will be a loss of on-street parking and the entrance to the garage from this narrow one-way street is considered impractical and unsafe.
4. A garage entrance will exacerbate parking problems in this narrow street used by buses
5. We object to this application and ask that it go to committee.

15/01914/HHD & 15/01915/LBC Replace window with French doors, internal alterations and secondary glazing to front elevation at Redding Wyck House, Market Street.

1. We have no objection.

6. To deal with Correspondence.

Signage at Sheep Street. One-way system abuse by a number of vehicles. Mr Fairhurst considered that residents may have some ideas in time.

Park Street priority, Browns Lane footpath and bus passage. It was agreed that the Clerk arrange to meet Rodney Rose (County Councillor) with an appropriate officer. Dates to be sought (Chairman, Vice Chairman and Clerk to attend).

Liz Soar, Play Equipment at Ticknell Piece. The Chairman and Mrs Broughton met Liz to discuss her ideas and suggest a way forward. Possible group of parents to be formed to produce a layout with cost and to consider possible grant sources. Council to consider for precept 16/17.

Sturt Close Play Area. Clerk to meet Mr Graham to discuss history of site and possible way forward.

S Walker. Additional dog bin, Park Street. Wait to ascertain need.

Wychwood Project Lease Assignment. Clerk to answer questions raised by Sharon Williams.

7. To adopt the 2014/15 accounts.

The Clerk explained the financial return to be made to the external auditor (BDO) and distributed copies of the return for members to view.

Ms Reason proposed that Section 1 - Accounting statement 2014/15 - be signed by the Clerk and Chairman, this being seconded by Mrs Broughton and agreed nem con. Accordingly the document was signed.

Mr Potter proposed that Section 2 - Annual Governance statement 2014/15 - be signed by the Clerk and Chairman, this being seconded by Mrs Baldwin and agreed nem con. Accordingly the document was signed.

The Clerk was thanked for his work on this.

8. To consider the Neighbourhood Forum.

The Clerk reported that, at present, he is not receiving notes from NHF meetings. He reported that he had spoken to Mr Hole (joint chair).

A brief note from Mrs Kenrick had been received which summarised the current position/work of the NHF. Ms Reason reported that the preparation and testing of a questionnaire is under way. There was correspondence from Mr Terry (joint chair) relating to matters at the Spendlove Car Park and its environs requesting that the Town Council take up the matter/move forward which was felt to be outside the NHF remit.

The Chairman will arrange to meet Mr Cox, the NHF joint chairs with the Vice Chairman and Clerk present to discuss this further.

9. To consider the date of the December meeting.

The Clerk reported that he would be unavailable on December 16th and asked what the Council wished to do. It was agreed on a proposal from Ms Reason, seconded Mrs Pakenham-Walsh, that all business should be transacted on Monday 14th December with Tuesday 15th as a fall back if needed. This was agreed.

10. To agreed meeting dates.

A draft list of dates had been circulated.

Mr Potter proposed that the dates be accepted, seconded Mr Fairhurst and agreed.

Date for Chairman's reception will be decided at a later date.

11. To consider the appointment of a Gifford Trustee.

The Chairman introduced this item as outstanding from previous meetings. He pointed out that the Town Council had previously agreed a procedure to appoint all trustee nominations and believed that this should be followed. He had circulated a brief possible selection procedure/process document.

The Gifford Trust had provided a brief of its needs at present and the name of a candidate. It was agreed that the Chairman should progress this matter, seek a brief CV and to report back to the next meeting. It was noted that whoever was elected to the casual vacancy may be interested.

Mr Potter reiterated his view that nominees should be serving Councillors and went on to thank the Chairman for his work on this matter.

Ms Reason proposed that the Chairman progress the matter as above, seconded Mrs Pakenham-Walsh and agreed with one abstention.

12. To receive reports.

The Chairman thanked those members who had responded to his request to circulate reports by Friday 19th June.

- a) **Cemetery.** Agreed to protect young rose plants. Plaque to be repaired
- b) **Corner House and Memorial Hall.** The possibility of a Youth Club has been considered but the building is unsuitable.
Shared office moving forward.
Green room going well.
Kitchen - improvements appreciated. Reports are that it is an excellent facility - independent caterer at recent event.
- c) **Mill Field, Watery Lane and Bridges.** See report.
- d) **Nine Acres.** All well. Discussing pavilion building work with the Gifford Trust.
- e) **Quarry Lane and Ticknell.** See report.
- f) **Wigwell.** Handover has been delayed.
- g) **Station.** Cafe not yet in place. Repainted. Invite Mr Field to a future meeting.
- h) **General.** See report.
- i) **School Governor.** See report.
- j) **Transport.** See report. Bus subsidy removal by OCC - will likely result in reduced services, possible loss of taxi bus to station, reduction in X9 frequency.
S3 is a commercial service, unsubsidised. It was agreed to concentrate on the X9 service.
- k) **Neighbourhood Action Group.** Nothing to report.

There being no further business, the meeting closed at 9.53pm.

Signed.....
Chairman.