

Meeting of Charlbury Town Council held on Wednesday 23rd
March 2016 at 7:30 pm in the Corner House

Members Present: Mr P Kenrick (Chairman), Mr R Fairhurst, Mrs K Broughton, Mrs V Pakenham-Walsh, Ms H Baldwin, Mrs S Finch, Mr N Potter, Mr R Prew, Dr A Merry, Mr W Hackmann

Apologies: Ms L Reason, Mr T Skelton

1. To Receive the minutes of the last meeting

Dr Merry proposed that the minutes be signed as a correct record, this being seconded by Mr Prew and agreed

2. To deal with matters arising

Elmstead development. Application withdrawn; what happens to the 20 mph limit?

Charlbury Chronicle. Thanks to Mrs Finch for her good work in taking over the editorship of the publication

Sports and Social Club. Mr Fairhurst is waiting to hear from Mr Cyril Kerry about their next meeting

Boundary walk. Dr Merry will find a replacement for Ms Baldwin who cannot help to lead the walk. Mr Potter will put up the signs on Woodstock Road

Cornbury Game Fair. Lord Rotherwick was unable to attend the planning meeting on Monday. Mr Potter expressed concern that in the past the estate always liaised with the Town Council and have not done so with this event, which will cause a lot of noise and traffic for the town. The event is also scheduled for the same dates as Charlbury's celebrations for the Queen's birthday and the Farmers' market.

The Town Clerk will be sure to schedule a meeting with Lord Rotherwick or his agent and with the organisers of the event. Mr Prew suggested that we ask for a donation to Charlbury's charities.

Annual Parish Meeting The Chairman reminded councilors that they are expected to attend; the Town Clerk will not be able to attend but is making arrangements for someone else to take notes.

Street Fair The cheque for the 2015 profits had been handed over to the Corner House and War Memorial Hall charity. Mrs Finch expressed concern

that the online banking arrangements recently established by the current Street Fair treasurer may circumvent the requirement for two signatories for payments. Mr Potter advised her to check details of the arrangement with the bank.

Patricia Perry Mr Potter noted that the tribute to Patricia Perry expressed at the last meeting was absent from the minutes. Mrs Perry served as a town councilor for four years.

Charlbury Station The station master, Mr Alan Field, will attend the next planning meeting.

Gifford Trust Mr Prew suggested that the Town Council should get a regular report from our representative trustee, Paul Jenkins. He also expressed concern for the Sports and Social Club, that they need help resolving their situation and suggested that councillors should be prepared to assist.

3. Declaration of Interest

Dr Merry is a recipient of payment.

Mr Kenrick's wife is treasurer of the Nine Acres Recreation Ground and is a Trustee of the Thomas Gifford Trust, both of whom are parties to a draft agreement that will be discussed under Correspondence.

4. To sign orders for payment /receive report

The Clerk had circulated a list of accounts to pay and the Chairman explained this to those present.

A further cheque was added to the list namely, £100 to the Charlbury Chronicle for inclusion of the Town Council Reports.

Mr Hackmann proposed that the accounts be paid, this being seconded by Mrs Broughton and agreed. Accordingly cheques were signed by three Councillors.

5. To deal with planning applications

It was noted that Lord Rotherwick had not been able to attend the Planning and Correspondence meeting on Monday 21st March as planned.

Revisions to the following plan were considered and councillors were concerned that no notification of these amendments had been received from WODC.

16/00233/FUL New dwelling adjacent to 18 Sandford Park with new vehicle access

1. The revised plans do not address the issues that this council has already submitted and therefore those comments still stand.
2. We ask that views of neighbours are given careful consideration including a recent submission with reference to the revised plans.

3. We reiterate our objection to the application, ask that a site visit be held and that the application goes to committee.

The following new plans were considered:

16/00473/FUL & 16/00474/LBC Conversions and alterations at Old Church Farm on Park Street

1. We ask that the concerns of neighbours be given careful consideration.
2. Otherwise we have no objection.

16/00662/LBC & 16/00661/HHD Erect one and a half story extension at rear, alterations and repair at the Thatched Cottage, The Slade

1. We have no objection.

16/00688/HHD Single storey extension at Reeves Barn, Pound Hill.

Since the Planning and Correspondence Meeting, a letter had been received from a neighbour.

1. We ask that the concerns of neighbours be given careful consideration.
2. Otherwise we have no objection.

16/00950/HHD Addition of two dormer windows to Cheval Cottage, 66 The Slade.

1. We have no objection

6. To deal with Correspondence

Liz Reason Suggestions for encouraging residents to stand for Town Council in the forthcoming election.

An informal discussion had been held following the Planning and Correspondence Meeting. Further publicity material and online postings are being planned. Councillors are urged to encourage residents from all sections of the community to consider letting their names go forward for election to the Town Council. The April Councillor Surgery may provide an opportunity for individuals to discuss what is involved with existing councillors.

Alan Field of First Great Western Alan has accepted the request from the clerk to attend the Planning and Correspondence meeting on April 25th

Russell Jefferies Charlbury Football Club.

Mr Fairhurst will invite Mr Jefferies to attend the meeting with Cyril Kerry. The Sports and Social Club may be more likely to get grants if they were a sports club, not just a social club. Mr Prew suggested giving the Club space in the Nine Acres pavilion.

The Clerk will be asked to explain to Mr Jefferies who owns/is responsible for what

St. Mary's Church Two letters of thanks for the council's donation towards the Royal 90 celebrations of the Queen's 90th birthday

Blenheim Estate Permission granted for access to estate land for the annual Boundary Walk

Nick Potter The lighting of beacons for the Queen's birthday. Mr Potter requests permission to use the Town Council beacon at Lee's Rest on 21st April as part of national celebrations of the Queen's birthday. Mr Potter has obtained authorisation to light the beacon at 7:30 pm on that date. Mr Potter also confirms that he has the necessary public liability insurance.

The council agreed to grant permission as requested.

Katherine Fairhurst - Exhibition Foundation The Town Council representative trustees' terms are coming to an end April 2016. The Foundation would be happy to retain the three current trustees namely, Mr Graeme Widdows, Mr Nicholas Potter and Mrs Susannah Finch. After some discussion, Mr Hackmann proposed that the current representatives be retained, seconded by Mr Fairhurst and agreed *nem con*.

Mr Fairhurst, Deputy Chairman, took the chair for this item and the Chairman took no part.

The Gifford Trust and The Nine Acres Recreation Ground Management Committee An agreement has been reached between the Thomas Gifford Trust and the Nine Acres Management Committee regarding the connection between the pavilion and the new sports hall and related issues. The agreement has been signed by representatives of the above bodies but a request has been made for the Town Council to endorse the agreement as trustee of Nine Acres.

Mr Prew raised the following concerns regarding the re-routing of the public footpath:

- Would the Town Council still be able to close the site for one day a year?
- Would the ongoing maintenance of the footpath across Nine Acres be a significant additional expense due to the increased usage and the proposed materials?

Mr Potter enquired as to whether any further planning permissions were necessary in order to implement the changes.

After some discussion Mrs Broughton proposed that the Chairman endorse the agreement on behalf of the council. Seconded by Dr Merry.

Vote: 6 in favour; 2 abstain; 1 took no part

7. To receive reports with reference to Charlbury

a.) County Councillor

Rodney Rose reported as follows:

- Transport. All bus subsidies will be ended on 20th July 2016. This date has been agreed to ensure that bus services remain in place until the end of the school year. Rodney is working with towns and parishes and is having discussions with bus companies (Villager and Pulhams) to explore options for addressing the cuts.
- Unitary Authority & Devolution Plans: Rodney outlined the plans put forward by OCC and promised to send a copy of his notes to the clerk for distribution to councillors. He believes there are significant issues with the alternative proposal recently announced by the District

Councils, especially as some of the proposed authorities cross current county boundaries.

Mr Potter expressed concern about The Shed (owned by the county) possibly being sold for housing. Mr Rose was not aware of any specific plans but reported that the Prime Minister has directed that counties sell any land not being used.

b.) District Councillors

Andy Graham was unable to attend.

Liz Leffman reported as follows:

- Liz has reported her concern that the devolution plan announced by the districts (including WODC) was not shared with WODC members nor was it discussed at the full council meeting prior to the issue of the press release. The Liberal Democrat group on WODC do not support the plan.
- Liz expressed concerns over the quality of public consultation carried out by WODC on a number of recent matters.
- The youth theatre run by District Councillor Andy Graham is going well
- The residents of Church Lane have started to get parking tickets from the new parking officer despite previous agreements. Liz is following this up with the appropriate officers and members of WODC.
- The state of the Spendlove recycling site has improved considerably recently as a result of efforts from WODC.
- She will keep talking to the villages on the X9 bus route.
- There has been no further progress on a possible replacement for Dean Pit but Liz will follow this up again.
- Liz comes up for election in May and intends to stand again.

The chairman thanked Liz for her hard work on behalf of Charlbury and wished her well.

The chairman raised the concern of the town council that the WODC Planning Office does not give notice about changes submitted to planning applications even though these often require further consultation. Liz agreed to pass on our concerns on this matter.

8. To consider the Neighbourhood Forum

The town questionnaire has been distributed and the deadline for completion is 6th April.

Some concerns were expressed that the document included some errors indicative of less than perfect proof-reading. However, there was agreement that the Neighbourhood Forum team of volunteers had generally done a very good job and that the responses to the questionnaire should provide a valuable evidence base for the production of a Neighbourhood Development Plan and/or Community Led Plan.

The chairman expressed his thanks to the Neighbourhood Forum team on behalf of the council for their hard work.

9. To receive a report from the transitional services working group

The group has not met yet. A meeting will be arranged as soon as possible. Due to the forthcoming Town Council election this initial meeting is expected to simply identify a set of priorities for further investigation by the new council.

10. To consider the April surgery

Mrs Finch and Mr Prew agreed to conduct the surgery. It will provide an opportunity for potential candidates for the Town Council to discuss the role of the council with current councilors. This opportunity should be used to “advertise” the Council and urge people to stand for election.

There being no further business the meeting closed at 9:45 pm

Signed _____
Chairman