

Meeting of Charlbury Town Council held on Wednesday 28th November 2018
at 7.30pm in the Corner House.

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

Apologies: Mrs N Ely.

1. To receive the minutes of the last meeting.

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

2. To deal with matters arising.

Citizen's Award. The Chairman proposed that, due to the nature of the business to be discussed, the press and public be excluded. The three people present withdrew.

The Chairman then referred to the meeting of the awards panel which considered five nominations. The panel had decided to recommend one inaugural award be made to Ken and Margaret Taylor. The other nominations to be taken forward to the next panel meeting for 2019. This was proposed by Ms Reason and seconded by Mrs Broughton and agreed with one abstention. The panel to meet and decide the next steps to be taken.

Nine Acres Litter bins. The Gifford Trust has agreed to find up to £350 towards the new bins. Mr Morgan reported that he and the Clerk had met with Justin Gargan of Ubico and agreed the siting of two bins. The bins are now installed and will be emptied on a weekly basis.

David Neudegg. An email with follow up information as promised had been received and circulated.

Royal Mail. Have agreed to site letter box on Market Street as requested subject to underground service survey.

National Park Slideshow. Dr Merry has circulated the slides.

Wigwell. Footpath closures for Wigwell and Nine Acres will be 3rd January 2019 to preserve permissive designation.

Accident in Wigwell. Need to publicise a contact for access to Wigwell and similar in case of emergency. Probably the Clerk.

Cotswold Line Manager. Invite to an appropriate Council meeting.

3. Declaration of Interest.

Dr Merry declared an interest as a cheque recipient.

4. To sign orders for payment/receive report.

The Clerk circulated a list of accounts to be paid and he explained these to those present. Mr Potter proposed that the accounts be paid, this being seconded by Mr Morgan and agreed. Accordingly cheques were signed by two Councillors as per the newly agreed mandate.

5. To receive a report from the Planning Committee.

Members of the Speedwatch group had attended the Planning Meeting on 26th November to speak with reference to a previously circulated paper which outlined statistics on speeding at several locations and included some recommendations for action to be considered. There was a useful exchange of information and representatives of the group will be included in the Council's Traffic Working Group in future, where discussions will take place in order to make recommendations to Council, in due course. A sum for a Speed Indicator Device to be included in the precept deliberations for 2019/20 (circa £2000). The Chairman asked the traffic group to meet and consider the purchase of a SID device prior to the December precept meeting.

The following plans were considered:

18/02945/HHD Convert existing outhouse to create a one-bedroom self contained unit. Upgrade garage at Milton Cottage, The Playing Close.

1. We have no objection and support this means of addressing accommodation need as evidenced in the Town's emerging Neighbourhood Plan.

18/03014/HHD Install velux window on front elevation at Roosters, Hixet Wood.

1. We have no objection.

18/03065/HHD & 18/03066/LBC Internal and external alterations at Ivy House, Church Lane.

1. We have no objection.

18/03107/HHD Proposed dormers in West Facing roof slope at Pomme d'Or, Enstone Road.

1. We have no objection.

18/03155/FUL Convert redundant agricultural buildings into two holiday lets at Conygree Farm, Spelsbury Road.

1. We have no objection and welcome this business diversification providing for sustainable tourism needs.

18/3185/S73 Non-compliance with condition 8 of consent **18/01593/FUL** to remove the new separate pedestrian access at 53 Nine Acres Close.

1. We strongly object to the removal of this condition for the following reasons:
 - a. Pedestrian access via the B road is extremely dangerous. The road is narrow, without verges for pedestrian refuge (for some 30 metres) and carries significant volumes of traffic including large lorries bound to and from the Enstone Airfield complex.
 - b. Safe pedestrian access from the site can ONLY be achieved via Nine Acres Close and we believe that this can be achieved.
 - c. The emerging Neighbourhood Plan for Charlbury calls for safe pedestrian access to the Town from all developments.
2. Alternative pedestrian access routes should be fully explored as this proposal represents a major safety issue.

6. To deal with correspondence.

Pensions Regulator. Update information noted.

High Sheriff's Award. It was agreed that last year's nomination of Robert Caston be re-submitted along with new proposals for Christine Elliot and Marjorie Glasgow. Clerk to prepare submissions.

Wychwood Project. Sharon Williams is leaving and will be replaced by Neil Clennen. A note has been sent from the Council to Sharon thanking her for her work with the project and Wigwell in particular.

RBL. Thanks to Vince Hill and the Chairman noted.

Gifford Trust. Note agreeing a contribution of up to £350 for litter bins.

Centenary Trees. Dr Merry has collected two trees and the plaque. Mr Potter proposed that these be sited in the Cemetery, seconded Mrs Broughton. Exact location to be agreed. This was carried nem con.

7. To receive reports with reference to Charlbury.

County Councillor.

Ms Leffman was unable to attend and her report had been circulated.

District Councillor.

Andy Graham reported as follows:

- Police Property Fund - generated from 'lost property' sales. This is circa £100k and local groups can apply for a share by 17th December.
- He reported that he now arranges travelling surgeries every two weeks to ascertain issues of concern.

8. To consider the Neighbourhood Forum.

The Chairman had circulated an update paper earlier. Copies are available for those present.

He went on to outline key dates being aimed for to progress the N/H Plan.

Three draft sections were with Councillors for comment.

Jan. 2019. Annexes to be completed with Council approval to be sought to enter pre submission consultation. A period of 6 weeks open to all residents, WODC and others. This to be completed by the end of March.

May/June. Seek approval for amended version - submit draft to WODC who will then progress the plan and cover costs.

Completion during 2019 is the objective.

He thanked Claire Wilding for her excellent work as co-ordinator and wished her well for the future. It is unlikely that she will be replaced.

Comments on the three draft sections to be with the Chairman by 12th December 2018.

Current costs are estimated at £42k for the N/H plan and the C/L plan.

A note from Stuart Parker had been circulated and referred to the need for housing in Charlbury which reflected both need and affordability. This often meant that larger sites could be used to provide for smaller units on the same land, i.e. sub division to reduce costs and provide for need to downsize or starter homes. The Chairman reminded members that this policy appeared in the N/H plan and the Council's previously issued Housing Statement.. It was agreed that the Council would normally support such applications unless there were over riding issues of concern. Historically several such sites have been developed and supported by this Council.

9. To receive an update on Street Fair.

There will be an open meeting to discuss matters Street Fair on 26th January 2019. This year's event raised circa £5.5k. There are issues with attracting volunteers and this may impact on the future shape of the Fair with emphasis being on a number of events such as open gardens, quizzes etc. if it is not a possible to organise the main event in its current form.

10. To consider ad hoc grants.

Applications had been received from Citizens Advice and The Theatre, Chipping Norton. The Finance meeting had recommended that grant applications from ATIC and Dementia Friendly Charlbury be considered at this time rather that with the precept generally.

Mr Potter proposed the following:

CAB	£200
ATIC	£200
Dementia Friendly Charlbury	£100
The Theatre	£0

This was seconded by Mr Prew.

Mrs Broughton proposed the following amendment which was seconded by Ms Reason:

The Theatre	£100
CAB	£100
ATIC	£200

Dementia Friendly Charlbury £100

The amendment was voted on first **F 5, A 5.**

The Chairman used his casting vote against the amendment which was therefore defeated.

Mr Potter's was then voted on and the result was **F 6, A 3.**

This was therefore carried. Cheques to be prepared for December Meeting.

11. To consider the Precept meeting (December 12th).

The Clerk said that papers will be prepared and circulated in the usual way.

12. To receive an update on the Pavilion Extension Project.

Mr Morgan spoke with reference to the report previously circulated. Building commencement planned for March 2019 and the small funding gap to be met using the value of 'free labour' provided by skilled volunteers.

Mr Hill asked how much money the club had raised itself. Mr Morgan said that this was £20k to date with funding still being pursued and events taking place regularly which add to this.

Mr Prew asked what the funding gap was. Mr Morgan replied that, at present, this was £40k.

Mr Potter thanked Mr Morgan for his succinct reports in the Chronicle.

13. Questions to the Chairman.

Surgery on Saturday 1st December to be taken by Chairman and Dr Merry.

Mr Prew asked that the Chairman and Clerk addressed the Council with greater vocal clarity as it was sometimes difficult to hear.

There being no further business the meeting closed at 8.45pm.

Signed.....
Chairman