

Meeting of Charlbury Town Council held on Wednesday 26th October 2016
at 7.30pm in the Corner House.

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

Apologies: Mr P Kenrick

In the absence of Mr Kenrick, Mr Fairhurst took the chair.

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 with one abstention (not present at that meeting).

2. To deal with matters arising.

Elmstead Development. The Chairman, Vice Chairman and Clerk had met with Mr Kirkwood (OCC Traffic) to discuss the order arising from the section 106 on this development.

Sports and Social Club meetings. An update paper outlining progress had been circulated. Next meeting November 1st.

Surgery. The Clerk is dealing with issues raised.

Street Fair. Previous accounts are being sorted out. Approximately £11K raised (to be confirmed).

Public Meeting. Clerk and Chairman to run the meeting with Councillors in the main body of the room.

Town Proud Group. Mr Ocklestone has resigned as Chairman. Mr Prew raised concerns about grass cutting and identifying areas to be cut and by whom.

3. Declaration of Interest.

Mr Morgan declared an interest at item 4 as a cheque recipient.

4. To sign orders for payment/receive report.

The Clerk had circulated a copy of the accounts to be paid and explained these to those present. Mr Potter 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 following plans were considered:

16/02306/FUL Demolish 2 semi detached properties, new site access, develop 13 new homes. Woodstock Road/Sturt Close.

1. We ask that all previous comments stand.
2. Thank you for the opportunity to comment.

16/03314/HHD Remodel/Refurbishment at Lamorna, Stonesfield Lane.

1. We have no objection.
2. We applaud the genuine effort to produce an effective design coupled with energy efficiency.

16/03334/FUL Erect dwelling east of Ambleside Farm, Ditchley Road.

1. We have no objection.

16/03450/573 Non compliance with condition 2 of **15/02824/S73** parking at Alpha House at the Old Bakery, Market Street.

1. We have no objection.

16/03351/HHD Alterations, install 2 front dormers at 12 Woodstock Road.

1. We have no objection.

6. To deal with Correspondence.

OOC. Rent review documents. It was agreed that these should be signed by the Clerk on a proposal from Mr Prew, seconded Mr Potter and agreed.

WODC. Telephone Box removal. No objection.

WODC. Car Parking at Spendlove. Reply not entirely satisfactory. Clerk to arrange a site meeting with Chairman, Ms Reason and Claire Locke to discuss further issues.

Thomas Gifford Trust. Trustee appointment to November agenda.

S Andrews. Potential funding request - noted.

Mrs Glasgow. Information for Gifford request for grant. To be read at public meeting.

Post Office. Possible Closure. Clerk to seek information on how best Town Council can support retention of services.

R B Legion. Civic Parade 13th November noted.

G Hill. Resurface footpath in Cemetery revised quotation. Ms Reason proposed that the quote of £6474 + VAT be accepted, this being seconded by Mr Clemson and agreed. Clerk to go ahead and let contract.

Mr P Sullivan. Footpath from Nine Acres Lane to shops etc. Clerk to explore options and reply accordingly.

Arrow Accounting. Appointment of internal auditor 2016/17.

Mr Potter proposed that Mr Hood of Arrow be re-engaged, seconded Mrs Broughton and agreed nem con. Engagement letter to be signed and returned.

Ly Soar. Ticknell Piece Play Area - to precept for consideration.

D Sherman. Centenary Fields. Invite to Council meeting.

7. To consider the Neighbourhood Forum.

Some preliminary analysis has yielded interesting results. There will be an open day on 28th November and a public meeting on 1st December. Meetings to be held with WODC Housing enabler as housing needs data emerges. Draft Local Plan to be consulted upon shortly and there will be matters in it for the Forum to address/consider/respond to.

8. To appoint a wreath layer for Remembrance Day.

Ms N Ely volunteered to attend rehearsal on Thursday 10th and to lay Council's wreath.

9. To receive a report from the Working Group meeting of October 12th.

The Clerk had circulated a list of points. Present revised version at November agenda.

10. To receive an audit report.

The Clerk had circulated a report highlighting the issues raised by the internal and external auditors. The proposed means of addressing these was agreed on a proposal from Mr Potter, seconded Mr Prew and agreed nem con.

11. To receive reports.

- a. Cemetery. Report circulated.
- b. Corner House and Memorial Hall. AGM 7th November. Xmas tree offer from Mr Burroughs has been accepted. Clerk and Mr Harrison to place in December.
- c. Mill Field, Watery Lane and bridges. See Report.
- d. Nine Acres. No report.
- e. Quarry Lane and Ticknell. See report.
- f. Wigwell. No report.
- g. General. Solar Farm to be connected on 11th November.
- h. School Governor. Report circulated.
- i. Transport/Station. Services poor at present Direction signs quote needed (RF). Signs at end of approach road needed.

There being no further business the meeting closed at 9.10pm.

Signed.....
Chairman