



CHARLBURY TOWN COUNCIL

Meeting of Charlbury Town Council held on Wednesday 22nd February 2012 at 7.30pm in the Corner House.

Members Present: Mr R N Potter (Chairman), Mr J Harrison, Mr R Prew, Mr I Cox, Mr R James, Mrs H Bessemer-Clark, Mrs V Pakenham-Walsh, Mr W Hackmann, Mrs N Lethbridge, Mrs S Finch and M/s L Reason

Apologies: Mr N Owen (County Councillor)

Prior to opening the meeting the Chairman reported that he had been contacted twice by the press with reference to the fire at the Church and that the Clerk had sent a letter of support to the Vicar. He had also received and acknowledged the resignation of the Vice Chairman Mr G Miller. Mr Miller had been thanked for his contribution to the work of the Council and for the practical help given in organising litter picks and the Town Centre group. A letter had been sent by the Clerk.

1. To receive the minutes of the last meeting.

Subject to the amendments from Ward to Division on page 3 Mr Harrison proposed the minutes be signed as a correct record, this being seconded by Mrs Finch and agreed.

2. To deal with matters arising.

Chairman's Reception. Attended by 34 people.

Wilderness Festival. The Chairman and Clerk attended the SAG meeting on 21st February at the invitation of WODC. A presentation was given to the professional officers present and reference was made to traffic (including pedestrian route) telephone contact line and the wish to extend the premises licence to 3.00am as the previous year's TENS application was thought to be less satisfactory. The concert organisers considered this to be a minor variation to the licence but this view was not shared by the licensing department. There will be exchanges between WODC and Wilderness re this aspect and the Council will be a consultee on any changes proposed.

Library. Mrs Lethbridge gave a comprehensive update on the AGM and matters arising since then. The Friends now have a new Chairman. Jill Judson. Volunteer training has yet to be resolved by OCC.

Graves. Sunken graves have been dealt with.

District Councillors. Mrs Chadwick and Mr Davies have taken up the issues which they were asked to do at the last meeting.

3. Declaration of Interest

Mr Cox who may have had an interest in plan 12/0115 was not present at the planning meeting. Mr Potter and Mr Harrison declared an interest in item 7 as cheque recipient and relative of a recipient respectively.

4. To deal with the resignation of a Town Councillor

The Chairman reported that he had received Mr Miller's resignation on 7th February 2012 and the Clerk was requested to deal with the formalities with WODC. Letters of thanks had been sent to Gareth .

The procedures areas follows:-

1. Declare vacancy – done and advertised
2. Cannot request an election as within 6 months of an election.
3. Could co-opt but need a procedure to do so and time is short with an election in May.

It was agreed that the Council would continue with 11 members.

5. To appoint a Vice-Chairman

The Chairman called for nominations:-

Mrs Bessemer-Clark proposed Mrs Pakenham-Walsh and this was seconded by M/s Reason. F9 Abst1

6. To appoint a member of the Conservation Advisory Committee.

Mr Miller was previously one of the this Council's representatives.

Mr Cox was proposed by Mr Prew and seconded by Mrs Finch and agreed nem con.

7. To sign orders for payment / receive report

The accounts due for payment were circulated and explained by the Clerk. A brief financial report was given as part of the expenditure was from the following year's precept (work was urgent). Mr Hackmann proposed that the accounts be paid this being seconded by Mrs Finch and agreed. Accordingly cheques were signed by three Councillors.

8. To receive a report from the Planning Committee.

The following comments were approved:-

12/0115 Erect single storey workshop at Charlbury Fair Mitre Spelsbury Rd.

1. We have no objection

12/0164 Erect single storey side extension to link to garage and convert remaining garage to living accommodation at 46 Ticknell Piece Rd.

1. We have no objection.

12/0222 Remove garage and erect two storey side extension at 35 Sturt Close.

1. We have no objection

12/0258 First floor extension to provide additional bedroom, single storey extension to include storage in roof space at Maryland Enstone Rd.

The following comments were made following a site meeting on 22nd February at 10.00am.

1. This is a raised site within the heart of the Conservation Area and is highly visible particularly from Wychwood Paddocks and Enstone Road. Can this go to committee please.
2. In view of the above we are concerned at the proposed materials which are not in keeping with this part of the Conservation Area and will not enhance it. Could materials be stone or render.
3. There is no objection, in principle, to an extension provided materials match those existing.
4. The solar panel/roof array may be visible/reflective.
5. There does not appear to have been neighbour notification in Wychwood Paddocks.

Planning Results

11/1930 Erect porch to front elevation at Kantara Woodstock Rd.

Permitted

12/0023 Erection of bungalow and new access to land adjoining 2 Nine Acres Close

Permitted

At the meeting of 20th February Lord and Lady Rotherwick attended to brief Councillors on events at the Park in 2012. A list was issued to all.

9. To deal with Correspondence.

OCC Rail strategy review. Passed to Mrs Bessemer-Clark for response to Clerk and OCC

Queens Diamond Jubilee Agenda item

Ryder House. Grant request to November meeting

Long Hedge and Ticknell Charity Request for Council to nominate a trustee.

Mrs Lethbridge proposed Mr R Prew this being seconded by Mr Harrison and agreed nem con.

CSA Letter to be sent to explain the position of the Town Council in respect of the Wilderness Festival.

Best Kept Gardens Meeting to be arranged by Clerk to discuss the matter further.

Mr Griffiths Beacon Trust. Meeting to be arranged to view the proposed site. Chairman and Clerk to attend and report back.

10. To receive a report from the recent 'surgery'

The report prepared by Mr James and Mr Prew had been responded to by the Clerk.

Mr James and Mr Prew were thanked for dealing with the surgery and their report. Next surgery 7th April Mr Cox and Mr Prew will attend.

11. To consider Neighbourhood Planning

The Clerk had produced an update to previous papers and circulated this with the minutes.

The Chairman reported that there was a joint OALC/ORCC meeting at Kidlington on 12th March to discuss this matter and that he would like to attend with the Clerk.

A brief discussion ensued and it was agreed that the Reflective Meeting scheduled for 21st March would be a single issue meeting to discuss the paper and issues in greater depth. The County and District Councillors were invited to participate in this meeting.

12. To receive a report from the Thomas Gifford Charity.

A paper prepared by Mr Cox had been circulated with the minutes. There was further discussion on progress at Spendlove and questions were dealt with by Mr Cox and M/s Reason. The Council is supportive and grateful for the work being undertaken by the trustees in seeking to build a community centre for Charlbury.

There was reference made to Trustees present that issues concerning car parking areas not completed in the original development and the matter of protecting the permanent endowment of the Trusts' should not be forgotten.

Mr Prew proposed that the Council formally pledges its support to project and commits to the sum of £67,500 + 2012 precept sum for the provision of a community centre and for use in the construction of the building. This was seconded by Mrs Finch F8 A0.

NB Ms Reason and Mr Cox took no part in the vote.

13. To consider Affordable Housing

The Clerk reported that WODC had pledged £200,000 towards the scheme in total. The scheme cost is £2.2m and is due to start in this financial year.

14. To consider the reflective meeting (21st March)

The agenda to be circulated will be

1. Attraction of candidates for election
2. Neighbourhood Planning

15. To consider the APM (30th March)

Clerk to produce the standard agenda and invite those requested to give reports.

16. To receive reports

a. Cemetery Looking well. Some broken glass to pick up. Primroses to be protected from mowing.

b. Corner House and Memorial Hall. Report circulated.

- c. Mill Field, Watery Lane and Bridges.** Sluice is down due to low water flow.
Wall repair needed (2 Stones out).
- d. Nine acres** All well. Showers now working well Next project is the play area.
- e. Quarry Lane and Ticknell** Trees overhanging bridleway in Quarry Lane.
- f. Wigwell.** AGM 1st March. Handover to Wychwood Friends progressing. Thames Water have staffing problems.
- g. Station** Problems with tighter scheduling of CI Bus. Garden on new platform not completed.
- h. General.** Stop sign Browns Lane. No entry sign Sheep St.
- i School Governor** Mr Hackmann gave a full report and was thanked by the Chairman.
- j. Transport** Report circulated.
- k. Neighbourhood Action Group** Report circulated.

There being no further business the meeting closed at 10.02pm