



CHARLBURY TOWN COUNCIL

Meeting of Charlbury Town Council held on Wednesday 29th June 2011 at 7.30pm in the Corner House.

Members Present: Mr R N Potter (Chairman), Mr R Prew, Mr J Harrison, Mr W Hackmann, Mrs V Pakenham-Walsh, Mrs H Bessemer-Clark, Mrs S Finch, Mrs N Lethbridge, Mr R James and Mr I Cox (8.10pm)

Apologies: Mr G Miller and M/s L Reason

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

1. He was invited to talk to Charlbury Probus which he did.
2. He and the Clerk met Gifford Charity representatives on 24th June to discuss historical issues. The Charity may wish to address the Council in due course once plans are formulated for the site.

1. To receive the minutes of the last meeting.

The minutes were amended to reflect typing errors and then Mr Hackmann proposed that they be signed as a correct record, this being seconded by Mr Prew and agreed.

2. To deal with matters arising.

Mrs Pakenham-Walsh expressed concern that in the Town Council report it had been reported that some Councillors may not seek re-election and felt that this should not happen as other Members were not aware of this.

The Chairman said that the idea was to seek candidates for the next election and apologised for causing concern. The next report would re-word this and try to encourage candidates to stand.

Surgery Held on 4th June with Mrs Lethbridge and Mr James in attendance. Next surgery will be 6th August at which Mrs Pakenham-Walsh and Mr Prew will be present.

Mr Northey (Network Rail) The dual track has been officially opened and the Council was presented with a commemorative picture. The speech given by the Chairman was well received by those present and many who attended had commented on this.

Dyers Hill Traffic issues Two meetings had been held with residents and officers of WODC and OCC, one in the Corner House and the other on site. The Clerk reported on progress. Concern was expressed with regard to similar issues elsewhere in the Town but it was explained that this is a live issue with finance in place and that the opportunity to resolve the particular problem should not be lost.

Boundary Walk This took place on 29th May with up to 20 participating at various stages. This was the last walk to be led by Tony Graeme. A presentation to be considered.

3. Declaration of Interest

Mr Harrison declared an interest in agenda item 4 as a relative is a cheque recipient.

Mr James declared an interest in item 4 as cheque recipient. Mrs Finch declared a non-pecuniary interest in planning application 11/0750 and took no part in discussions. Mr Cox was not present at the meeting where application 11/0761 was discussed.

4. To sign orders for payment / receive report

The accounts due for payment were circulated and explained by the Clerk together with reference to current finances and balances.

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

5. To receive a report from the Planning Committee.

Representatives from First Great Western attended the meeting on 27th June and explained matters relating to services and car parking and their bid for funding to enable an extension to parking at Charlbury.

Mr Galton and Mr McBroom were thanked for the time spent answering questions following their presentation.

The Clerk circulated information on planning and solar panels at the meeting to add to that given by WODC planners which had been previously circulated by email. Mr Westerman to be asked to speak to Council on this subject in due course.

Planning Applications

11/0740 Alterations to insert photovoltaic solar panels to rear elevation to Linden Cottage, Dyers Hill.

A named vote was requested on the proposal of Mr James seconded Mrs Finch that there be no objection.

For 7 Mrs Finch, Mr Harrison, Mr James, Mr Prew, Mrs Pakenham-Walsh, Mr Hackmann and Mr Potter

Against 3 Mrs Lethbridge, Mrs Bessemer-Clark and Mr Miller

The proposal was carried

1. We have no objection

11/0750 Conversion of part of garage to home office/utility room at 14 Wychwood Close

1. We have no objection

11/0760 Loft conversion to form additional bedroom, insert roof light and front dormer. Alterations to existing doors and fenestration with provision of rear staircase at 9 Sheep St.

1. We have no objection but some doubt was expressed concerning the bay window at ground level.

11/0761 Erect new shower/toilet block at Cotswold Village Homes Spelsbury Rd.

1. We have no objection

**11/0876
0877**

Alterations and erection of single storey rear extension to create one dwelling at News & Things Sheep Street.

1. We have no objection

11/0916 Alterations and two storey rear extension and side porch at Lawn Cottage, Dyers Hill

1. We have no objection

Planning Results

11/0480 Single storey side extension at Smallacres Ditchley Rd.

Permitted

11/0508 Erection of first floor extension and pitched roof on existing conservatory at 37 Woodfield Drive.

Permitted

11/0547 Convert of acupuncture clinic to residential unit at 37 Sheep St.

Permitted

11/0625 Install Solar panels at Friendship Cottage, Browns Lane

Permitted

11/0664 Erect front entrance porch at 3 Forest Court, Dyers Hill

Permitted

6. To deal with Correspondence.

WODC Code of conduct training. Noted

WODC ROSPA Inspection. Mr Prew proposed that these be continued this being seconded by Mr Cox and agreed.

OCC Library Service Consultation. Date to be arranged in conjunction with the Friends, and OCC availability for the end of July. District and County Councillor to be invited. Chairman, Clerk and Mrs Lethbridge to attend on behalf of Town Council with Mrs Pakenham-Walsh as back-up.

Mrs Lethbridge Report on meeting at Charlbury Cricket Club noted.

Surgery matters in next TC report and note in there also to explain the Court decision for Cornbury Licence.

Mrs Marks

Mr Clews Use of Mill Field for two separate events. Agreed subject to standard conditions on a proposal from Mr Cox seconded Mr Hackmann F7 A1 Abst.1

Mr Styles Waste facility closure at Dean Pit. Mr Styles expressed concern at the closure without a local alternative and outlined the distances to alternative facilities. Following discussion it was agreed that the Clerk should write to OCC seeking an explanation and re-iterating the Councils objection to closure without a local alternative.

CAB To grant meeting in November.

Town Centre Group Notes of meeting.

Mr Prew expressed concern that the group focused on issues which were not necessarily important to all residents and was constituted from recently arrived residents. The Chairman referred to the purpose of the group and that if it wished to promote an idea then a specific report would be put to Council as was the case for Walkers are Welcome. Mrs Pakenham-Walsh, a member of the group believed that the notes were the result of brainstorming and reiterated the point made by the Chairman. Minutes/Notes to be made available to those wishing to see them.

7. To adopt the 2010/11 accounts

The accounts, which have been to the internal auditor have now to be presented to the external auditor. A copy of the document to be submitted was circulated and explained by the Clerk. The document require the approval of the Council and signature by the Clerk and Chairman. Mr Prew proposed that Section1 of the submission, Statement of accounts be signed accordingly, this being seconded by Mr Hackmann and agreed nem con.

Mrs Pakenham-Walsh proposed that Section 2 of the submission, Statement of accounts be signed accordingly this being seconded by Mrs Bessemer-Clark and agreed nem con.

Accordingly the Chairman and Clerk signed and dated both documents.

8. To consider Affordable Housing

On 15th June between 3.00 and 8.00pm a public exhibition of the proposed scheme for Little lees was held by SOHA in the Corner House. The report from ORCC and SOHA was read to Members. SOHA will now analyse the responses consult with Planners and produce a new submission in due course.

9. To agree Meeting Dates

The dates proposed were circulated with the minutes. Sub committee meetings dates should be 2011 an 2012 not as printed 2010/11. All dates take account of Bank holidays and the rules re the 2012 election and are subject to room availability.

Mr Hackmann proposed acceptance of the dates this being seconded by Mr Prew and agreed unanimously .

The question of rooms was then discussed. Mrs Pakenham-Walsh proposed that the Anne Downer room be used for planning and the Morris room for Council this being seconded by Mrs Bessemer-Clark F5 A3 Abst 2.

10. To receive a report on Section 137 payments and grants application procedures.

A possible scheme was circulated based on two schemes currently in use by other local authorities which also explain the section 137 regulations. Following some discussion it was agreed that 31st October was the cut off date for applications. Any comments on the forms etc to be sent to the Clerk to enable a final proposal to be circulated with the July agenda.

11. To consider the Riverside Festival

WODC had sent a form requesting the comments of the Town Council to enable a post event review.

There was some discussion on the matter and the event was considered to have been well run and policed. Police presence in the Town had reduced incidents post event and was welcomed. Mrs Chadwick was thanked for organising the emptying of central litter bins before the event. There were no complaints received by the Council. Litter clearance was excellent.

12. To receive reports

- a. Cemetery** generally looking very good. Frequency of cutting in Northern extension may need increasing. Some questions raised re the management in terms of cutting moon daisies which had been the subject of complaint. Mr Prew said that relatives views were important and had to be considered. Regime for cutting to continue as at present.
- b. Corner House and Memorial Hall.** Report attached to minutes
- c. Mill Field, Watery Lane and Bridges.** An excellent job of clearing litter following the Riverside Festival was reported. Tree limb from the firs needs attention.
- d. Nine acres** Report attached to minutes. One piece of equipment recently broken and taken away having occurred 17/18 June. Some 20 or so youths may have been responsible. Seeking grants for new equipment. Mr Prew suggested that Islip play area was a model worth viewing.
- e. Quarry Lane and Ticknell** Blackthorn encroaching the ride (OCC Woodland Group). Report to David Rees..
- f. Wigwell.** Hedge near sub station / 1 Nine Acres Lane needs WODC attention.
- g. Station** Footbridge is a long walk. Steps needed and perhaps a change of bus pick-up point.
- h. General.** No report Mr Miller not present. Recycling area at Spendlove needs attention. Some potholes marked for repair some not. Seek explanation.
- i School Governor** Swimming pool to be closed and pupils bussed to Chipping Norton to swim. Budgets being severely cut with pay freeze. Academic

progress still good. Mr Prew asked if it was cost effective to take pupils to swim in Chipping Norton. What are the costs. Mr James thought that supervision/health and safety etc may be the issue.

j. Transport Report attached to minutes.

k. Neighbourhood Action Group Report circulated at the meeting.

There being no further business the meeting closed at 10.15pm.