



# CHARLBURY TOWN COUNCIL

## **Meeting of Charlbury Town Council held on Wednesday 27<sup>th</sup> March 2013 at 7.30pm in the Corner House.**

**Members Present:** Mr R N Potter (Chairman), Mr W Hackmann, Mrs V Pakenham-Walsh, Mr J Holah, Mr P Kenrick, Mr R Fairhurst, Mr R James, Mrs K Broughton, M/s L Reason, Mrs S Finch and Mr R Robson

**Apologies:** Mr A Merry

Prior to opening the meeting the Chairman reminded members it was the end of the financial year on 31<sup>st</sup> March. Any expenses incurred to be claimed via the Clerk. The Planning meeting in April will start at 7.30pm – Inspector Roddy in attendance. The allotments committee will meet on 10<sup>th</sup> April at 7.00pm at Oxpens.

APM will be held on 5<sup>th</sup> April, 7.30pm for 8.00pm

**1. To receive the minutes of the last meeting.**

Subject to a spelling error at item 6, Mr Podbery Mr Kenrick proposed that the minutes be signed as a correct record this being seconded by Mr James and agreed.

**2. To deal with matters arising.**

Surgery        Next one 6<sup>th</sup> April. Mr Holah and Mrs Pakenham-Walsh to attend

CLPG            AGM in mid April. Mr Fairhurst to attend

School         Roll is full

Police          Meeting outside 5 ways store 30<sup>th</sup> March

**3. Declaration of Interest**

There were none

**4. To sign orders for payment / receive report.**

The accounts due for payment were circulated and explained by the Clerk. Mr Hackmann proposed that the accounts be paid this being seconded by Mrs Pakenham-Walsh and agreed. Accordingly cheques were signed by three Councillors.

A vote of thanks to the Clerk and Contractor for the wall repairs at Oxpens allotments was recorded.

**5. To receive a report from the Planning Committee.**

Lord and Lady Rotherwick attended the planning meeting on 25<sup>th</sup> March to discuss events at Cornbury Park during 2013. The Chairman thanked them for attending and dealing with questions.

Plans considered:-

- 13/0265** Alterations and single storey rear extension at Minster Cottage, Church Street.  
**0266** 1. We have no objection
- 13/0298** New roof valley to form two hipped bays and replacement lantern roof light at Suntrap Enstone Rd.  
1. We have no objection
- 13/0335** Single storey extension at 1 Foresters Villas, Crawborough  
1. We have no objection
- 13/0360** Two storey rear extension at 24 Sturt Close  
1. We have no objection
- 13/0369** Single storey side extension at 8 Hixet Wood  
1. We have no objection
- 13/0372**  
**373** Single storey rear extension, White Hart Cottage, Market St  
1 We have no objection

**Planning Results**

- 13/0067** New bay window to front elevation at 24 Jeffersons Piece  
Permitted
- 13/0083** First floor rear extension at 1, Woodfield Drive  
Permitted
- 13/0121** Alterations and extensions at Blagrove, Crawborough  
Permitted
- 13/0127**  
**128** Remove outbuilding and single storey rear extensions at 12 Park St.  
(extension to time limit)

Permitted

**13/0130** Convert garage and single storey extension at Milas Barn, Mill Lane, Dyers Hill.

Permitted

#### **6. To deal with Correspondence.**

Routine correspondence was dealt with at the meeting on 25th March. The following was brought forward:

WODC Wilderness Licence Conditions. A copy of the draft had been circulated.

Following some lengthy discussions it was agreed to request that

- (i) the sound levels be carefully monitored and in particular on Thursday and Sunday evenings where residents have to work the following day. Sound levels outside the Park should be in audible.
- (ii) Clause 4.14.3 remove the word reasonable and replace with the, to avoid any element of doubt.

Mrs Lethbridge Weight restriction on Bridge, Dyers Hill and parking in Thames Street. Clerk to deal with OCC on issues raised.

Fire brigade Fund Appointment of trustee to replace Mr R Wilkins.

Mr Hackmann proposed M/S Reason this being seconded by Mr Holah and carried F8 A1 Mrs Kinchella Hon. Secretary to be notified.

Canoe Club Use of Mill Field May 26<sup>th</sup>. Agreed subject to usual conditions

Mr Kenrick Reflective meeting, organisation and preparation, notes for discussion etc. Noted.

Supt. Paine Will attend meeting on 23<sup>rd</sup> September.

Mr Merry 7 day resolution for APM Noted.

Letters from Mr Clemence and Mrs. Kenrick There was some discussion on the form of reply and also on letters to Mr Andrews, Mr Cox and a statement for the Town Council website. The Clerk read out proposed responses which were agreed as follows:-

To Mr Clemence /Mrs. Kenrick Proposed Mr W Hackmann seconded Mrs K Broughton and Agreed F10

Mr Cox and Mr Andrews proposed Hackmann seconded Mrs S Finch Agreed F10

Statement proposed Mr. W. Hackmann seconded M/s. L. Reason and agreed F 10

Three further letters concerning issues relating to the Corner House and Memorial Hall were circulated. One contained a factual error – Clerk to deal with this.

**7. To receive a report from the Reflective Meeting**

The Clerk outlined the role of the Town Council as a trustee and those trusts with Town Council nominees.

Mr Kenrick felt that reflective meetings would benefit from being more focussed. There was some discussion around this theme and it was agreed that the meetings were for members and that they should set the agenda / topics in the future. Previously requests for items had met with suggestions; however events often produce topics which had to be considered.

**8. To consider affordable housing**

The open house afternoon attracted many Councillors and residents. The properties were considered to be well finished. Occupation on some is imminent.

An opening ceremony / possible street party to be considered for the future when the site is complete.

**9. To consider Neighbourhood Planning / Community led Plan**

Mr Holah had circulated a report updating Members on progress. A meeting of Council representatives and voluntaries will be held on April 4<sup>th</sup>. ORCC seminar has been attended by most of those involved and was considered useful.

**10. To receive reports**

a. The County Councillor Neil Owen reported as follows

- i This will be his last report as he is not contesting this seat in the next election.
- ii He is pursuing issues around sat-nav directions
- iii He is chasing officers for response to Clerks requests.
- iv Potholes are a problem but are being dealt with.

The Chairman thanked Neil Owen for his work for Charlbury during his term as County Councillor. This was very much appreciated.

b. District Councillors Liz Leffman reported as follows:

- i Issues of dog bins has been dealt with
- ii Recycling site at Spendlove now better
- iii Problems remain for WODC in developing a recycling site at Greystones (CNTC).

Hywel Davies reported as follows

1. Concerns that CNTC were holding WODC to ransom over a small trip of land
2. WODC preparing a paper on the Community Development Levy

**11. To receive a report from WODC Parish Forum meeting**

The Chairman reported briefly on a meeting which he had attended with the Vice Chairman in February.

**12. To receive a finance paper**

The Clerk spoke briefly on the following

Procedures for year end 31<sup>st</sup> March  
Internal and external audit procedures  
Document required  
Key dates for audit purposes.  
Financial regulations  
Audit review

There being no further business the meeting closed at 9.43pm.