

Meeting of Charlbury Town Council held on Wednesday 25th March 2015  
at 7.30pm in the Corner House.

**Members Present:** Mr R N Potter (Chairman), Mr W Hackmann, Mrs V Pakenham-Walsh,  
Dr A Merry, Mr R Prew, Mr R James, Ms H Baldwin, Mrs S Finch,  
Mrs K Broughton, Ms L Reason, Mr R Fairhurst.

**Apologies:** Mr P Kenrick

Prior to opening the meeting, the Chairman made the following points:

1. Any expenses incurred by Councillors to Clerk please.
2. Allotment Committee will meet at 7.00pm on 8th April.
3. A new vicar has been appointed (Rev.. Dr Sally Welch). Induction to be 14th July.
4. Riverside organisers have been given an award by WODC. (Letter of congratulations to be sent.)

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

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

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

**Defibrillator.** Meeting to be held with the Co-operative employee dealing with this matter.

**Police** will attend April meeting.

**Surgery.** April 4th. Ms Reason and Mrs Broughton to attend.

**Wigwell.** Meeting held on 16th March. Lease assignments in process of being signed.

**Grass at Ticknell Piece.** Successors to Mr Bateman to continue at present.

**Wigwell.** Formal handover likely to be in June.

**F.G.W.** Mr Fairhurst reported that FGW have been awarded the franchise and that additional parking spaces are planned along the line (30 in Charlbury).

**LTP 4.** Mr Fairhurst reported that the main relevance to small settlements is that a neighbourhood plan should be produced to set out needs for the community.

**3. Declaration of Interest.**

Dr Merry declared an interest as a cheque recipient.

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

A list of accounts to pay was circulated and explained by the Clerk. The Clerk reported that he would now be preparing the accounts for the annual audit. Mr Hackmann proposed that the accounts be paid, this being seconded by Ms Reason and carried. Accordingly cheques were signed by three Councillors.

(Dr Merry took no part in the vote/discussion.)

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

Lady Rotherwick addressed Council on Monday 23rd March to outline plans for events in the park during 2015.

The most significant are:

Caravan Club Rally: 22nd - 27th May

Wilderness: 6th - 9th August

The Clerk will get in touch with organisers of both events.

#### **Planning:**

The following plans were considered:

**15/00523/FUL** Erect glazed link and annexe at Hundley House, Hundley Way.

1. Can a condition be imposed to ensure that occupancy is related to that of the main dwelling to avoid the establishment of a separate dwelling?
2. Otherwise no objection.

**15/00564/FUL** Proposed residential development (29 dwellings, 8 affordable, 5 self build and 16 market homes), 12 bed assisted living accommodation for residents suffering young on-set dementia) at land south of Forest Hill.

1. We believe that there is a need to consider this proposal alongside that for Little Lees, particularly with reference to affordable housing provision and identified need.
2. Is this the best site for this commendable scheme?
3. The visual impact would seem to be the highest from a view taken in Park Street between the entrance to Cornbury Park and Grammar School Hill. However, the impact from other vantage points is probably less than some consider and could be reduced by landscaping.
4. There is a local need for a scheme of this type, particularly the self build and affordable element.
5. There are issues related to traffic and pedestrians which will require careful consideration and resolution.
6. There is a sense of detachment from the Town.
7. Some layout redesign would improve the proposed linear alignment of the properties facing Forest Hill to avoid the suggestion of a street frontage.
8. Archaeology needs careful investigation.
9. Is there adequate infrastructure to support this scheme e.g. sewage/water/school places etc?

10. Can all comments received be carefully considered?
11. This application should go to committee and a site visit to fully appreciate issues raised is a must.
12. Section 106. We request that a contribution be made available towards the cost of community facilities and infrastructure which this development will have an effect upon and, in some cases, exacerbate. Can the Town Council be involved in the negotiations please?

**15/00567/FUL** Erect 22 dwellings and associated works at land north of Little Lees.

1. There is a need for public consultation on this prior to a decision being made.
2. The proposed access is inadequate and could be dangerous. An alternative does exist.
3. A split access may be a possible solution.
4. Can access to the rear of all properties (outside) be ensured for waste movement (garden access etc.)? The drawings seem to suggest that this is not the case.
5. There are no garages proposed. Parking provision needs to be adequate.
6. Can consideration be given to providing cycle and pedestrian routes direct to the Town from within the site?
7. Can the effect on infrastructure be considered e.g. water/sewage/school places etc.?
8. This should go to committee and be subject of a site visit.
9. Section 106. We request that a contribution be made available towards the cost of community facilities and infrastructure which this development will have an impact upon and, in some areas, exacerbate.
10. We believe that there is a need to consider this proposal alongside that for Rushy Bank, particularly with reference to affordable housing provision and identified need.
11. Otherwise no objection.

**15/00628/HHD** Remove existing conservatory, Erect two storey rear extension at 8 Sturt Road.

1. We have no objection.

**15/00695/HHD** Erect carport with room above and attached outbuilding at Hundley Way House, Hundley Way.

1. We have no objection.

**15/00724/FUL** Extensions, alterations and single storey extension to create self contained annexe at 1 Chartwell Drive.

1. We have no objection.

**15/00757/HHD** Extensions and rebuild of an earlier extension at Woody Lane House.

1. We have no objection.

**15/00787/LBC** Recovering of side roof slopes in blue slate at Old Post House, Market Street.

1. We have no objection.

**15/00914/FUL** Proposed Community Centre. Demolition of existing Sports and Social Club, Unit 4, Spendlove Centre, Enstone Road.

1. The Town Council has supported the principle of developing this site for community facilities for many years and will be supplying a grant toward the construction works.

2. Are there sufficient car parking spaces provided?
3. This is a long awaited and necessary addition to existing facilities.
4. This should go to committee and be the subject of a site visit.
5. Otherwise no objection.

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

**New Yatt Riding for the disabled.** Chairman to attend an open event.

**Cemetery.** Grave flowers disturbed. Clerk to deal with.

**Mr Sullivan.** Trees at Ticknell Piece. Clerk to contact/advise.

**Mr Fairhurst.** Cycle rack outside Co-op. Approach Co-op for consent.

**Dog Bin on Cornbury path.** Proceed if WODC will empty.

**Thomas Gifford Charity.** Minutes noted. TC need to appoint a trustee.

**CH/MH minutes.** Need to ensure that the Gifford centre does not compete with Corner House. Agreement was to ensure that facilities were complementary. Perhaps encourage a joint business plan/need to work together.

## **7. To receive reports with reference to Charlbury.**

a. **County Councillor.** Not present.

b. **District Councillors:**

**Hywel Davies reported as follows:**

1. Last meeting as he is not standing for re-election.
2. He has had a stimulating time in office. Councillors and Clerk thanked for help given.
3. Local government will change as government shifts expenditure.
4. C.I.L. not yet in place in WODC - disappointing.

Mr Davies was thanked for his work over the last four years.

**Liz Leffman reported as follows:**

1. Bull planning application has been refused.
2. A.C.V. application will be considered on April 2nd.
3. Still pursuing Dean Pit or an alternative vigorously now with the help of Chipping Norton Councillors at WODC.

**8. To receive a report from the Working Group.**

Meeting held on 18th March to consider a forward plan and how to promote interest in the Council.  
Next meeting 14th October.

**9. To consider the Neighbourhood Forum.**

A speaker will attend the APM to provide an update on progress. The pamphlet produced will be delivered to all properties with The Leaflet. Seeking a clerk to replace Ben Wright.

There being no further business, the meeting closed at 8.55pm.

Signed.....  
Chairman.