



CHARLBURY TOWN COUNCIL

**Annual Meeting of Charlbury Town Council held on Wednesday 22nd
May 2013 at 7.30pm in the Corner House.**

Members Present: Mr R N Potter, Mrs S Finch, Mr A Merry, Mr J Holah, Mr P Kenrick,
Mr R James, Mrs V Pakenham-Walsh, Mr R Fairhurst, Mrs K Broughton

Apologies: M/s L Reason, Mr W Hackmann and Mr R Robson.

1. To elect a Chairman

Mr Potter took the chair and asked for nominations:.

Mrs Pakenham-Walsh proposed Mr R N Potter this being seconded by Mr R James.
There were no other nominations. F8. Mr Potter was elected Chairman

2. To elect a Vice-Chairman

Mrs Finch proposed Mrs Pakenham-Walsh this being seconded by Mr Merry There
were no other nominations. F7 Mrs Pakenham-Walsh was elected Vice Chairman.

3. To Elect Committees

a. Finance. Chairman, Vice Chairman, Ms Reason, Mr Hackmann and Mr
Merry

b. Planning and Correspondence Whole Council.

c. Traffic. Chairman, Vice Chairman, Mr Fairhurst, Mrs Broughton and
Mr Holah

d. Affordable Housing Whole Council and cooptees if required

e. Allotments Chairman, Vice Chairman, Mr Kenrick and Mr James

f. Street Lighting. Chairman, Vice Chairman, Mr James and Mr Hackmann

Mrs Pakenham-Walsh proposed the above membership this being seconded by
Mr Holah and agreed nem con.

4. Election of Representatives

- a) Corner House and Memorial Hall – Mrs Finch and Mrs Broughton
- b) Conservation Area Advisory Committee - Mr James and Mrs Broughton
- c) Nature Conservation Advisory Committee – Mr Robson and Mr Kenrick
- d) Nine acres Management Committee – Mrs Pakenham-Walsh and Mr Robson
- e) Friends of Charlbury Library – Mr Merry
- f) Waste Action Group – M/s Reason

- g) Chipping Norton School Trust Fund. – Mr J Harrison
- h) Day Centre Representative – Mr Merry
- i) Primary School Governor – Mr Hackmann
- j) Centenary Wood Committee – Mr Potter
- k) Street Fair Committee – Mr Kenrick
- l) Parish Transport Representative – Mr Fairhurst

Mr James proposed the above representation this being seconded by Mr Kenrick and agreed nem con.

5. Allocation of Reports

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|---|----------------------------------|
| a. Cemetery | Mr James |
| b. Corner House / Memorial Hall | Mrs Finch and Mrs Broughton |
| c. Mill Field / Watery Lane and Bridges | Mr Robson |
| d. Nineacres | Mrs Pakenham-Walsh and Mr Robson |
| e. Quarry Lane / Ticknell | Mrs Broughton |
| f. Wigwell | Mr Robson and Mr Kenrick |
| g. Station | Mrs Finch and M/s Reason |
| h. General | Mr Merry |
| i. School Governor | Mr Hackmann |
| j. Transport | Mr Fairhurst |
| k. Neighbourhood Action Group | Mrs Pakenham-Walsh |
| l. Author Town Council Report | Mr Holah |

The above were proposed by Mrs Finch and seconded by Mr Merry and agreed nem con

6. To confirm Councils retention of Standing Orders

Mrs Broughton proposed that standing orders be retained this being seconded by Mrs Finch and agreed nem con.

7. To confirm Councils Bankers

The Clerk reported that a problem with Barclays concerning cheque signatories, with the new Council had been resolved.

Mrs Pakenham-Walsh proposed that Barclays be retained as the Council Bankers this being seconded by Mr Kenrick and agreed nem con.

8. To receive the minutes of the last meeting

Mr Merry proposed that the minutes be signed as a true record this being seconded by Mrs Broughton and agreed.

9. To deal with matters arising

Boundary Walk this was led by Harriet Baldwin and Tony Merry with some 14 attending and walking the boundary. Mr and Mrs Hobil to be thanked for their hospitality at the mid point break.

Harriet and Tony were thanked for their stewardship of the walk.

Surgery June 1st – Mr James will attend with Mr Kenrick (possibly).

Mr Crew Issues related to road signs etc. The Slade area. Clerk has met with OCC.
Report awaited.

Gifford Charity Clerk and Chairman had met Mr Cox and Mr Glasgow to discuss possible funding sources.

Charity Commission Corner House Charity enquiry. Reply awaited

Memorial Hall extension The community led plan will focus initially on community facilities. Reports likely in July (interim) and October. Decision on proceeding then to be made in conjunction with Trust.

Affordable Housing Shared ownership – three units remain available due to changed circumstances. Check with SoHM for information on reasons, if possible. New site needs to be identified and discussed with WODC.

Community Led Plan Next meeting 23rd may. Standing agenda item

APM Too long. Need to reconsider format. Agenda item January 2104.

Wigwell Thames Water have found some monies for fencing. Meeting to be held to discuss in detail in June with Wychwood project represented.

Weed spraying Kerb edges Mrs Lloyd has been notified that this has started.

Nine Acres Play equipment installation should start during June.

10. Declaration of Interest

There were none

11. To sign orders for payment

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

The Clerk reported that the internal audit would commence on 27th May when the books were delivered to Arrow Accounting.

12. To receive a report from the Planning Committee.

Eloise Markwell-Butler and Dave MacCalmant attended the Planning meeting and outlined this years Wilderness Festival plans for this event at Cornbury. An invitation for Members to be given a tour of the site on August 10th at 2.00pm was extended. July agenda for attendees.

Hopkins Yard Site visit by WODC committee on 30th May and the plan to be determined at Uplands meeting on June 3rd. Next planning meeting in July will be at 7.30 as paul Wilson will be present to discuss OCC plans for Winter Maintenance.

Plans considered:

13/0549

0550

Extensions and alterations at the Old Farmhouse, The Playing Close

1. We have no objection

13/0587

Alterations and extensions at 21 The Green

1. We are concerned that there may be a loss of light to No. 19 caused by the increase in height of the proposed building (two storey section)
2. Otherwise no objection

13/0588

New two storey dwelling at The Orchard Market Street be allowed relocation if the approved garage.

1. We have no objection

13/0599

Change of use shop/café to residential at news and Things, Sheep Street (extension to time limit)

1. We have no objection
2. This Council retains its view that the loss of business premise in the Town Centre is regrettable

Planning Results

13/0335

Single storey extension at 1 Foresters Villas, Crawborough

Permitted.

13/0360

Two storey rear extension at 24 Sturt Close

Permitted.

13/0369

Single storey side extension at 8 Hixet Wood

Permitted

13/0372

373

Extensions and alterations at White Hart Cottage Market Street

Permitted

13. To deal with Correspondence.

TV Police

Rave monitor. There are currently three volunteers for this duty Dr Merry is one of the Rave Wardens

Thames Water

Wigwell lease assignment. Awaiting a response from the Wychwood project before proceeding further (June agenda)

Mr Kenrick Advance access to correspondence. Clerk to produce a report for June. Agenda item Chairmanship and Correspondence.

Volunteer Link-up Invitation to event June 21st

Ardington Archives Certificates of destruction of confidential waste noted.

Mrs Adams Weed kill verges near her home. No objection subject to OCC agreement.

14. To hear the remarks of the County and District Councillors.

Mr Rodney Rose – County Councillor

The Chairman welcomed Mr Rose and congratulated him on his election as the first representative for the new Charlbury and Wychwood Division.

Mr Rose reported on the constitution of the County Council membership and that there would be a Conservative led Council assisted by three independent members. Mr Rose is Deputy Leader, He went on to outline duties as deputy leader.

Mr Rose was thanked for his report.

District Councillors

Liz Leffman reported as follows:-

Issues with access to Gravestones proposed recycling facility at Chipping Norton remain between WODC and CNTC.

WODC officers to prepare a report on fly tipping

Hywel Davies reported as follows:-

Parking issues of concern raised at APM – WODC will increase/change times of warden visits

Car Parking – time limit enforcement to be strengthened

A number of questions were answered

The Chairman said Radio Oxford would be featuring Charlbury from 27th May for one week.

There being no further business the meeting closed at 8.50pm.