

Meeting of Charlbury Town Council held on Wednesday 29th April 2015  
at 7.30pm in the Corner House.

**Members Present:** Mr R N Potter (Chairman), Dr A Merry, Mr P Kenrick, Mr R Prew,  
M/s H Baldwin, Mr R Fairhurst, Mrs K Broughton.

**Apologies:** Mrs V Pakenham-Walsh, M/s L Reason, Mr W Hackmann, Mrs S Finch.

Mrs Elaine Newbold, Postmistress at Charlbury Post Office, addressed members.

She spoke about the issues now arising from a review of services and implementation of local contracts. She outlined the issues involved including potential loss of employment for her (affecting also the viability of the shop she has built up).

The matter to be discussed later in the agenda.

Prior to opening the meeting, the Chairman reported that he had attended a reception at the Day Centre on 22nd April.

**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 Mrs Broughton and agreed.

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

**Defibrillator.** The Clerk reported on a meeting which he had attended with Dr Merry where the Co-op representative had set out further requirements prior to installation. Papers promised but not yet received. The Clerk had contacted the Surgery to seek installation there, probably quicker and with less fuss.

**Town Council Surgery.** Next one is June 6th.

**Wilderness Festival.** Representatives to attend June Planning meeting to discuss proposals/issues etc.

**New Yatt Riding for Disabled.** The Chairman reported that the organisation was grateful for the grant given.

**Cornbury Dog Bin.** Site has now been agreed. WODC to install shortly.

**3. Declaration of Interest.**

There were none.

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

The Clerk explained the list of payments as circulated which included grants as agreed in the precept.

Mr Kenrick proposed that the accounts be paid, this being seconded by Mrs Broughton and agreed. Accordingly cheques were signed by three Councillors.

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

Inspector Holland attended the Planning meeting and spoke of issues related to Neighbourhood Policing and ongoing budgetary issues. He outlined a series of statistics, with crime figures generally reducing. A useful question and answer session followed. He was thanked for attending.

#### **Planning:**

The following plans were considered:

**15/00927/PN56** Conversion of existing office to residential dwelling at the Old Fire Station, Browns Lane.

This application was noticed by the Chairman on the basis of the 'yellow notice' posted. The Town Council were not consulted on the basis of prior notification regulations (as per Spendlove). WODC are not obliged to consult or inform.  
Clerk to send letters of concern.

**15/00711/FUL** Change of use of part of existing barn to form self-contained accommodation to be used for occasional, emergency use at New Barn Farm, Enstone Road/Banbury Hill.

1. We deplore retrospective applications.
2. We object to this as it is not considered to be necessary on this size of farming enterprise. The applicant lives close by already.

**15/00751/FUL** Alterations to fenestration of existing first floor flat and creation of second floor flat including dormer window in South elevation at Fiveways Stores, Sturt Road

1. We are concerned at the access proposals, particularly in respect of emergency evacuation.
2. Is there adequate space to provide for the parking of the number of cars associated with this proposal.

**15/00887/HHD** Proposed rear extension and alterations at 17 Nine Acres Close.

1. We have no objection.

**15/00895/FUL** Convert existing outhouse into a two bedroom dwelling at The Old Bakery, Thames Street.

1. We have no objection.

**15/00912/HHD** First floor extension to rear and convert garage to additional accommodation at Con Brio, Crawborough.

1. Can the potential for overlooking a property in Sandford Rise be carefully considered.
2. Otherwise no objection.

**15/01149/HHD** Front and rear single storey extensions at 11 Marlborough Place.

1. We have no objection.

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

**Mr R James.** Resignation from Council. The Clerk and Chairman had instigated the necessary procedures/notifications. An election has been requested, WODC to produce the papers for this in due course.

Dr Merry said that he regretted Mr James' resignation but disagreed with the comment re the Neighbourhood Forum. He believed that the Town Council was the body taking decisions.

**WODC.** Decision notice on the Asset of Community Value in respect of The Bull.

**Len Short.** Caravan Club Rally. The Clerk had explained the potential problems associated with access via North Lodge, particularly outside Wellington Cottages (buses and caravans in conflict on blind corner). Ask for South Hill entrances to be considered. Mr Short believed he had traffic issues under control.

**Mrs Glasgow.** Offer to assist in any section 106 negotiations with WODC.

Relevant applications to be heard early June. Mr Fairhurst believed that the Town Council is the relevant body for such discussions and should, itself, be responsible for nominating Members/Clerk.

**Mr Thomas.** Speed monitoring issues/solutions, The Slade. Results are awaited from survey commissioned by TC (OCC monitors). Thank Mr Thomas for his contribution.

**L Leffman/Elaine Newbold** re Post Office review. There was considerable discussion on this matter. Town Council to write in support of retention of current service levels. This is important to businesses and the viability of the Town Centre generally.

**Mrs Townsend.** Cemetery issues. Some points worthy of investigation. Clerk to cost out potential path.

**WODC.** Are poll cards required in the event of an election for Town Councillor. Agreed.

**K Broughton.** Future use of Corner House rooms/possible Clerk's office. Ongoing discussions.

**Charity amalgamation.** Mr Prew felt that this should not be encouraged. Separate charities should remain.

**CLPG.** AGM May 16th. Mr Fairhurst will attend if possible,

**Gifford Charity.** Need to appoint a trustee to TGC. Request from Mr Potts awaited.

### **7. To consider the Boundary Walk.**

The Clerk reported that the final two consents are in place. Dr Merry and Harriet Baldwin are organising the walk.

### **8. To receive an allotment report.**

Some issues to address at Oxpens as some plots should be improved. All well at Evenlode Close. Mr Kenrick asked if it might be appropriate to include allotments holders on the committee. Some reservations were expressed.

### **9. To receive a report from the APM.**

Two issues raised which are currently being dealt with.

1. Speeding on The Slade
2. 20mph limits.

### **10. To consider the Neighbourhood Forum.**

The report has now been circulated via the Leaflet to all households. The postal address will be in the April Leaflet.

Two applicants for secretary are being considered.

### **11. To receive reports.**

- a) **Cemetery.** All OK.
- b) **Corner House and Memorial Hall.** Extension working well but still subject to snagging issues. Future of Corner House - discussion session soon. Crockery storage resolved. New stage curtains. Screen in place for CHOC.
- c) **Mill Field, Watery Lane and Bridges.** See report. Sluice under control. New barrier in place. Watery Lane still wet in places. Mr Merry has contacted Don Weekes of OCC. Dr Merry has repaired a stream bank which may help.
- d) **Nine Acres.** Footpath diversion needs to be discussed as it might interfere with events.
- e) **Quarry Lane and Ticknell.** Green Gym have cut back the blackthorn around the skate park.
- f) **Wigwell.** Awaiting lease agreements from Thames Water. Opening ceremony to be held. Letter to neighbours explaining changes to stewardship. Easter Egg hunt took place. Fence wire needs tensioning.

- g) **Station.** No report.
- h) **General.** See report.
- i) **School Governor.** No report.
- j) **Transport.** Report circulated. Draft reply to WODC re Local Plan to be sent to Clerk.
- k) **Neighbourhood Action Group.** No report.

There being no further business, the meeting closed at 9.45pm.