

Meeting of Charlbury Town Council held on Wednesday 30th January 2019 at  
7.30pm in the Corner House.

**Members Present:** Mr P Kenrick (Chairman), Mr R N Potter, Mr R Prew, Mr V Hill,  
Mr P Morgan, Ms N Ely, Mr R Fairhurst, Mrs K Broughton,  
Mrs J Burroughs.

**Apologies:** Dr A Merry, Mr R Puttick.

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

Mr Potter proposed that the minutes of meetings held on December 12th 2018 (Precept) and December 19th (Council) be signed as a correct record, this being seconded by Mr Morgan and agreed.

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

**Citizens Award.** Over 100 invited guests attended the presentation and reception. The event went well and was generally welcomed as being innovative in recognising voluntary work in the community. The Honoured Citizens Award was presented to Ken and Margaret Taylor by the Chairman. Photographs taken by David Murphy were held by the Chairman and would be posted on the website and in the Chronicle. Copies would be made available to the museum.

**Post Box, Market Street.** Installation awaited.

**Centenary Trees.** Planted in the Cemetery on January 14th with a small gathering present.

**Mrs Freeman.** Letter re access to rear of Enstone Road properties via Nine Acres has now been considered by the management committee. Requests to use access will be individually considered by the Chair and Treasurer. Clerk to send letter to all residents to explain this and point out that a boundary gate does not imply a right of access. Future Council reports in the Chronicle to reinforce this position along with permissive closures.

**Transport.** Mr Fairhurst reported that new trains are in service and so far are running on time.

**SID Device.** The Chairman reported that he had attended a demonstration of a device. Clerk to meet Speedwatch representative on 4th February to discuss recommendations.

**3. Declaration of Interest.**

There were none.

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

The Clerk had circulated a list of accounts to be paid and went on to explain these to those present. Mrs Broughton proposed that the accounts be paid, this being seconded by Mr Morgan and agreed. Accordingly cheques were signed by two Councillors.

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

The following plans were considered:

**18/03565/S73** Non-compliance with condition 2 of approval **17/03423/FUL** to allow insertion of dormer roof lights and side window to plots 2 & 3 at The Grange, Woodstock Road.

1. We have no objection.

**18/03566/S73** Non-compliance with condition 2 of permission **17/03423/FUL** to allow insertion of dormer windows and erection of an orangery at plot 1, The Grange, Woodstock Road.

1. We have no objection.

**18/03609/HHD** Single storey extension and alterations at Whitethorn, Ditchley Road.

1. We have no objection.

**19/00104/HHD** Single Storey link rear extension at Providence House, Sheep Street.

1. We have no objection.

## **6. To deal with correspondence.**

**Mr N Johnson.** Possible twinning arrangement.

There were several views expressed on the cost and difficulties associated with such arrangements. Mrs Broughton reported that Mike Breakell from Finstock had experience in such matters and reported that it may be too expensive for a small Town to take forward. The Town Appraisal had reported that there was no appetite for such an arrangement.

It was agreed, however, that if there were interested parties then perhaps they could seek to make a case to present to Council with costs, support and possibly a target twin. Reply accordingly to Mr Johnson.

**Mr Cannell.** Litter on Quarry Lane/Quarry over fence. The matter is being addressed by Mrs Spicer with the quarry owner.

**A Pickard.** Use of Mill Field for Riverside Festival 20th-21st July. Mr Potter proposed free use of the field subject to usual conditions and licence, seconded Ms Ely and agreed.

**WODC.** Meeting re planning/section 106/CIL. Two representatives will attend. Date to be announced subject to support.

**V Hill.** Resignation as Cemetery representative noted.

**Girl Guides.** Set up grant to re-open. Mr Morgan proposed a grant of £250 seconded Mr Prew and agreed. Clerk to seek details for cheque to be sent.

**WODC Consultation** on plans for East Chipping Norton development. Mr Fairhurst to prepare a response on behalf of Council.

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

a. County Councillor.

Liz Leffman reported as follows:

- Main issue at County Hall is the budget and cuts required.
- Council tax will rise to maximum allowed without a referendum.
- £30m available for roads budget next year and for 3/4 years following.
- New staff structure in place for highways.
- Enquiring as to use of part of section 106 monies for Rushy Bank - i.e. better use ? than specified.
- Definitive Map to be updated.
- Meeting with Publica. WODC are putting some of the 'savings' in to subsidise UBICO. Searching questions need to be answered.

b. District Councillors.

Andy Graham reported a follows:

- Land east of 26 The Slade. Officer re-negotiating site layout.
- Cotswolds National Park. WODC do not agree with this at present but may be re-visited. □ Homelessness. WODC have bought premises in Chipping Norton.

The Chairman made the point that at the Uplands Planning meeting, which he attended, the applicant at 26 The Slade, land to the East, had offered to improve access with The Slade as requested on several occasions by this Council. The committee failed to respond regrettably so nothing was requested.

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

The Chairman updated those present and referred to the executive summary for the N/H plan which has been circulated.

The group are now focusing on the amount of information and how this can be best presented. Readability is key and major information may be attached via appendices.

## **9. To consider Fees ad Charges for 2019/20.**

Following some discussion concerning fees charged elsewhere it was agreed that £5 should be added to all burial related fees (save that for a child) on a proposal from Mr Potter, seconded Mr Prew.

Allotments. Mr Potter proposed no increases this year, seconded Mr Prew.  
Mr Morgan proposed an amendment that 5% be added annually, seconded Ms Ely.

Voting on the amendment **F5, A3**. This then becomes the substantive motion and vote was **F5, A3**. Accordingly rents will be £42 full plot, £21 half plot for the next year.

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

This will take place on May 26th and to be led by Dr A Merry. The Clerk was asked to contact landowners in the usual way to seek consent to pass over relevant land on a proposal from Mr Potter, seconded Mrs Broughton and agreed.

#### **11. To consider the February surgery (2nd Feb),**

Mr Prew will conduct the surgery.

#### **12. To receive an update on the Pavilion project.**

Mr Morgan had previously circulated a costed QS document for the project and went on to explain the current financial situation. The shortfall is at present £50k which will be met by donations in kind by skilled artisans engaged with the club and build. There are currently bids in to various bodies for grants which are not determined at present.

Mr Morgan concluded by stating that he and the steering group are confident that the requisite total funding will be reached to enable completion of the building in accord with consents.

The Chairman raised some points relating to due diligence in connection with receipt of quotes etc. as this is public money and asked if Mr Morgan was satisfied/confident that costs could be met.

Mr Morgan expressed that confidence and was thanked for providing the supporting costings.

#### **13. To consider an application for the remaining funds from the loan sanction (670k).**

The Clerk explained the process and that the sanction, having been extended for a year, was due to expire at the end of February 2019. He explained that the extension would be the property of the charitable trust once complete.

Mrs Broughton proposed that the Chairman and Clerk sign the application document to PWLB, this being seconded by Mr Hill. Agreed unanimously. Accordingly the remaining balance of £70k will be applied for.

**14. To agree the use of under spend from previous years (paper attached).**

A paper setting out the recommendations arising from the meeting of January 16th was considered.

The following was proposed by Mr Potter:

Ticknell Piece Play Area equipment.....£20,000  
Nine Acres projects (entrances).....£12,000  
Traffic matters.....£5,000  
Seconded Mrs Ely and agreed nem con.

**15. Questions to the Chairman.**

Mr Prew believed that the extension to the pavilion was supported by the Town Council (agreed).

There being no further business the meeting closed a 9.17pm.

Signed.....  
Chairman