



CHARLBURY TOWN COUNCIL

Meeting of Charlbury Town Council held on Wednesday 26th March 2014 at 7.30pm in the Corner House.

Members Present: Mr R N Potter (Chairman), Mr R Fairhurst, Mrs S Finch, Mr P Kenrick, Mrs V Pakenham-Walsh, Mr R James, Dr A Merry, Mrs K Broughton, and Mr R Prew

Apologies: M/s L Reason and Mr W Hackmann

Prior to opening the meeting the Chairman reported that he had been contacted by the Oxford Mail reference the closure of the Police Office and that any expenses claims should be given to the Clerk. The allotment committee would meet on 9th April at 7.00pm at Oxpens. The APM is to be held on April 4th.

1. To receive the minutes of the last meeting.

Subject to a minor amendment on pages 1 and 3 Mrs Pakenham-Walsh proposed that the minutes be signed as a correct record, this being seconded by Mr Kenrick and agreed.

2. To deal with matters arising.

Surgery 5th April. Mr Kenrick will replace Mr Holah and attend with Mr Prew.

Resilience Plan 2nd draft in due course

Boundary Walk Harriet Baldwin is aware despite a mix up in communication

Mill Field note on Riparian responsibilities circulated

Wigwell AGM held on 6th March. Mr Kenrick is the holding chairman pending takeover by Wychwood Project. Trees needing attention at Wigwell. Clerk and Mr Mottram to sort out what can be afforded. Alternative quotes perhaps.

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 James 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.

At the planning meeting on 24th March an address was received from Mr R Tracey concerning defibrillators. Possible site at Coop to be explored and second machine from WODC subject to costings.

This was proposed by the Chairman and agreed nem con.

Prior approval re PD rights at Spendlove offices. Clarification is being sought from officers by Clerk and District Councillor, M/s L Leffman. Letter of concerns to be sent to MP.

Plans

14/0255 Single and two storey extensions at 18 Woodstock Road

1. We have no objection

14/0263 Erect detached garage with room above at Ditchley Park Farm.

- 1 We have no objection

14/0311 Change of use of land to camping site and erect timber framed shelter at Cotswold Village Homes, Spelsbury Road.

1. We have no objection
2. The plan suggests that cooking will take place in the timber shelter which is described as seating elsewhere.
3. We welcome the additional facility for tourism promotion and support the application.

14/0316 Extension and alterations at 1 Chartwell Drive.

1. We consider that the use of render and timber cladding is inconsistent with the vernacular.
2. Otherwise no objection.

14/0317 Alterations, extensions and garage at 4 Crawborough Terrace

1. There appears to be some confusion as to the location shown on some of the documents – showing Crawborough Villas NOT Terrace.
2. This is within the conservation area
3. The proposed extension is too close to the boundary
4. We consider this to be an application with several errors and is confusing therefore needing very careful scrutiny
5. We would ask that no consent be given until all issues are resolved between planners and the applicant which may have been the case had pre application advice been taken
6. We therefore object and ask that it go to committee

14/0386 Single storey rear extension at 6 Wychwood Paddocks

1. We have no objection

Results

14/0094 Demolish dwelling, erect detached dwelling and garage at The Firs, Pound Hill.

Permitted

14/0130 Remove garage and extend existing dwelling. Erect detached dwelling with parking at 40 Hughes Close

Permitted

14/0134 Extensions at Whitson Woodstock Rd

Permitted

Prior Notification

14/0310/P/PD Spendlove Offices

No mechanism for consulting in the Govt Legislation. Other issues re use of offices and conservation area awaiting response.

Enforcement

14/03121/Enq Reference Bell Hotel signage 13/1676 13/1635

Metal pole instead of wood. Noncompliance being investigated.

6. To deal with Correspondence.

J Holah Resignation from Town Council – Clerk to progress with WODC
Mr Holah will remain as Council nominee for the Gifford Charity

OCC Lights to be replaced at Sheep Street noted. Lights at Enstone Road
(New) will be placed in due course.

OCC Work on flood arches at Station Bridge noted

Mrs Allen Issues at Enstone Rd crossroads – safety and priorities Clerk to pursue
with OCC

Andy Pickard Agreement to conditions to use Mill Field for Riverside Festival noted.

7. To receive reports with reference to Charlbury

County Councillor Mr Rose sent apologies and a brief report on issues relating to solving
flood matters around Oxford which would help rail travellers in the long run.

District Councillors Liz Leffman reported as follows

- a. She has written to Dawn Brodie re permitted development at Spendlove Offices and copied in the Director (Mr Tucker)
- b. She is following up dog bin issues
- c. She has photos of litter left by bin men (to be addressed)
- d. Trees Woody Lane – no action to be taken by WODC

Hywel Davis reported as follows:-

1. Public conveniences – costs of use to be increased to 20p
2. Council Tax Band D £1,515
3. Govt. may be devolving power.

8. To receive a report from the Working Group

The group met on 12th March and considered a report from Mr Holah on the CLP/NH plan and the Clerk on appointment of trustees.

It was agreed that the CLP/NH plans would run in tandem and a report from the CLP will be produced in the Autumn.

In respect of trustee nominations the guidelines produced by the Clerk at the end of his report should be adopted on a proposal from Mrs Finch seconded Mr James and agreed nem con.

Next meeting will be October, date to be agreed.

9. To consider a Community Led Plan

M/s L Reason is the interim Chair following the resignation of Mr Holah. There was a view that Mr S Parker may also stand down due to a clash of interests.

Next meeting is 27th March. There are 10 new volunteers. There was some discussion around the need for and cost of moving from CLP to a Neighbourhood Plan. Recommendations awaited.

Schedule of Town facilities to be produced.

10. To receive a financial report for the PWLB application

The Clerk had produced and circulated a report setting out the costs of a possible loan, the reason for making the application, its effect on budgets/precept and the publicity given to the plans to extend the War Memorial Hall for which the Council wished to provide a grant.

The process was explained by the Clerk in respect of the process for seeking a borrowing approval in the first instance and then subsequently seeking a source for the loan (PWLB used previously).

Dr Merry proposed that the Clerks report be accepted and that borrowing approval be sought. This being seconded by Mrs Broughton and agreed nem con.

Clerk to prepare submission to OALC.

There being no further business the meeting closed at 8.51pm.