



CHARLBURY TOWN COUNCIL

Meeting of Charlbury Town Council held on Wednesday 26th October 2011 at 7.30pm in the Corner House.

Members Present: Mr R N Potter (Chairman), Mr J Harrison, Mr R Prew, Mr W Hackmann, Mrs H Bessemer-Clark, Mrs V Pakenham-Walsh, Mr R James, Mr G Miller, Mrs N Lethbridge, Mr I Cox and M/s L Reason

Apologies: Mrs S Finch, Mr N Owen, Mrs G Chadwick and Mr H Davies

Prior to opening the meeting the Chairman reported the following:-

He had represented the Council at a Civic service in St. Frideswides Oxford.

The Finance Committee will meet on 16th November at 8.00pm

The closing date for grant applications is 31st October at Noon.

There will not be a street lighting meeting on 9th November.

A representative of FGW will speak at the Planning meeting on 21st November at 7.30pm re the plans for extending the Car Park at the station.

1. To receive the minutes of the last meeting.

Item 10 should read December 2011. Subject to the above amendments Mr Harrison proposed that the minutes be signed as a correct record, this being seconded by Mrs Bessemer-Clark and agreed.

2. To deal with matters arising.

The Chairman attended the unveiling of a plaque at the Station, by David Cameron

Snow day – attended by Clerk and Mrs Pakenham-Walsh – salt spreader identified and ordered.

Cottsway are due to repair part of the garage forecourt at Rochester Place.

3. Declaration of Interest

Mr Harrison declared an interest in agenda item 4 as a relative is a cheque recipient and took no part in the matter.

Mrs Finch declared an interest in plan 11/1573 and left the room when this was considered on Monday 24th October.

4. To sign orders for payment / receive report

The accounts due for payment were circulated and explained by the Clerk. Mr Hackmann proposed that the accounts be paid this being seconded by Mr Cox and agreed. Accordingly cheques were signed by three Councillors.

5. To receive a report from the Planning Committee.

The following plans were considered:-

- 11/1557** Reconstruct existing garage to provide garage/studio. Replace front door and ground floor bay window at 9 Sheep Street.
1. We have no objection to the proposed bay window and front door, however, the information provided in respect of the garage/studio is confusing.
 2. There appears to be no vehicular access to that part of the building described as a garage/studio which on the plan indicates a single car parking space within it.
 3. Since two additional car parking spaces have been provided we have no objection to the use of the space as a studio.

- 11/1573** Conversion of roof space to include front and rear dormers at Milton House, Wychwood Close.
1. We see no reason to amend condition 12 of the original planning consent (05/2148) since this would set an undesirable precedent for other properties within the development. We consider the proposal to be an over-development.
 2. We object to the proposal and ask that it go to committee.

- 11/1681** Conversion of part of existing garage/workshop to provide ancillary living accommodation at 2 Narrow Lane.
1. If permitted can this be conditioned to the occupancy of the main dwelling to avoid the possible establishment of a separate dwelling. It is noted that the applicant Accepts this.
 2. There are concerns at the potential lack of adequate insulation/energy efficiency measures,
 3. Otherwise no objection.

Planning Results

- 11/1344** Alterations and erection of single and two storey extensions at 21 The Green
- Refused

Chief Inspector Colin Paine attended the meeting on 24th October and spoke of policing matters in Charlbury and West Oxon generally. A useful question and answer session ensued.

6. To deal with Correspondence.

WODC Winter maintenance noted.

WODC Tourism event invitation noted.

OCC Byway open to all traffic. Maybe be an issue for Gifford Charity (Church Slade field).

BDO Stoy Hayward External Audit conclusion.

Mr James proposed that the external audit report be accepted this being seconded by Mr Hackmann and agreed nem con. The Clerk was thanked for producing a satisfactory audit without comment or concern from the auditors.

Mr Morgan Copy letter re trees at Lee Place noted.

D Cameron Reply re library consultation noted.

RoSPA Play area report noted.

St. Marys Provision of ashes plot in the church yard. A consultation was received concerning the proposal. It was agreed that comment would be reserved until a planning application was submitted.

Mr Dodds Concerns re music festival noise levels. To be taken in December when Mr Oddy attends. Issues re Tens licence and its place re main event licence.

R.B.L. To finance/grants committee in November (Repatriation Bell)

WODC Siting of recycling containers next to waste bins. Clerk to meet officer to discuss potential sites. May not be suitable in Town Centre but initiative was applauded.

Fire Brigade Trust Appointment of two trustees. Mr Harrison proposed Mr G Widdows and Mr R Wilkins be nominated seconded Mr Prew and agreed nem con.

Kibble Room lease at Corner House Mr Prew proposed that the lease be signed by the Chairman and Vice Chairman as requested by the Corner House Committee, this being seconded by Mr Hackmann and agreed. The lease was signed and witnessed accordingly.

7. To consider Affordable Housing

The Clerk reported that he had been informed by SOHA that the plan had now been submitted to WODC.

8. To consider the celebration of HM Queens' Diamond Jubilee

A quotation for work on the fountain has been received for the replacement of iron work. There was some discussion re other possible ideas. Note seeking ideas to be put in TC report.

9. To consider issues arising from the reflective meeting

Notes from the meeting were circulated with agenda/minutes.

There was discussion concerning the production of a neighbourhood plan and the engagement of a speaker on the subject. Engagement of the public is a key issue. Draft plan to be produced for the next meeting. Agenda item.

10. To consider representation at forthcoming surgeries

Next surgery is December 3rd in the Morris room. Dates for 2012 are booked, bi-monthly as at present.

11. To receive reports

a. Cemetery All good at present. Wallflower plants have been watered.

- b. Corner House and Memorial Hall.** Report circulated. AGM 7th November
- c. Mill Field, Watery Lane and Bridges.** All well at present. Signal crayfish causing bank problems. Tree works needed are in hand.
- d. Nine acres** Pavilion is a success and much appreciated. Next project is new play equipment.
- e. Quarry Lane and Ticknell** Some low branches in Quarry Lane. Report to OCC
- f. Wigwell.** Next meeting of CTCNCAC is 1st March 2012.
- g. Station** No report
- h. General.** Usual problems. VAS Spelbury Rd obscured by brambles. Quaker meeting house. Ivy on wall a problem. Woodstock RD/Fiveways road surface crazing. Recycling area needs to be swept. Some litter around Town. Garth Miller to organise a litter pick. Xmas tree to be provided by Mr Burroughs. Clerk and Mr Harrison to erect on 3rd December. Remembrance Day is 13th November at 2.00pm. This is a Civic event. Mrs Lethbridge will lay the Council wreath.
- i School Governor** Mr Hackmann reported briefly on school success and referred to funding short fall.
- j. Transport** RH buses can be difficult to contact.
- k. Neighbourhood Action Group** Report circulated.

There being no further business the meeting closed at 9.55pm.