

Meeting of Charlbury Town Council held on Wednesday 25th September 2019  
at 7.30pm in the Corner House.

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

**Apologies:** Dr A Merry, Mr R Prew, Ms N Ely, A Graham (District Councillor).

Prior to the meeting opening, the Council were addressed by Mr D Forbes and handed a petition seeking the declaration of a climate emergency in Charlbury, together with associated papers (circulated prior to the meeting). Mr Forbes set out the background to the formation of the climate action network. A young person addressed the Council and asked that the matter be taken seriously as this would mean a lot to young people generally.

The Chairman explained that the Council had agreed in July to discuss this matter as part of considering an environment working group. This would take place and a recommendation brought forward and considered as an agenda item. He went on to point out that Charlbury is a small authority with one employee and that an election will be held in May 2020. He hoped that 'new blood' would come forward. He thanked those attending for the presentation and petition.

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

Mr Morgan proposed that the minutes be signed as a correct record, this being seconded by Mrs Broughton and agreed.

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

The Chairman thanked Mr Potter for chairing the August meeting.

**Post Box.** Site agreed today outside The Deli/Cotswold Frames. Paperwork to be completed by Royal Mail and then it will be installed (6-8 weeks). Need to request a 6pm late clearance.

**Wilderness response to WODC.** Mr Morgan thanked the Clerk for compiling and sending comments on the 2019 event.

**Mr Potter** drew attention to the likely addition of an event transferred from Gatcombe Park in 2020 (one of the smaller parts of the 3 held there).

**Working Group** - 16th October. Invite County and District Councillors.

**Gifford Trust.** The Playing Close railings. Painting in process.

### **3. Declaration of Interest.**

Mr V Hill - Planning Application **19/02429/FUL**.

Mr Kenrick - Agenda item 4 as a cheque recipient.

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

The Clerk had circulated a list of payments and explained these to those present. Mr Morgan proposed that these be paid this being seconded by Mr Potter and agreed. Accordingly cheques were signed by two councillors.

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

This was held on Monday 21st September. Mr King and Mr Birch of GWR attended and a lively and informative Q & A session took place. The Chairman thanked them both for attending.

The following plans were considered:

**19/02342/HHD** Alterations to increase size of garage and new pitched roof at 5 Cotswold View.

1. We have no objection.

**19/02429/FUL** Proposed replacement dwelling and landscape works at Watermead Farm, Spelsbury Road.

1. We have no objection and welcome the proposals within, in terms of landscape proposals and energy efficient design.

**19/02458/FUL** Demolition of vehicle repair garage. Construct two semi-detached dwellings at New Barn garage, Nine Acres Lane.

1. We see this site as a viable business which we would not wish to lose hence we object to this application.

This accords with policies within the emerging Neighbourhood Plan for Charlbury (retention of employment sites).

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

**Giles Hughes, WODC.** Climate emergency declaration. Set out WODC position to date and the appointment of a Cabinet Member with funds to employ a Manager for 2 years.

**WODC.** Town and Parish Forum 10th October. Mr Fairhurst and Mr Morgan to attend.

**J Wright, OCC.** 20mph signage/scheme progress noted.

**Arrow Accounting.** Mr Potter proposed that they be reappointed, seconded Mrs Broughton and agreed.

**Ms A Smith.** Crawborough surface condition. Noted. The County Councillor has taken action on this matter.

**RBL.** Wreath layer request.

**NALC.** Conference - noted.

**Dave McCalmont,** Wilderness meeting. Chairman, Clerk and Mr Potter to attend when date fixed.

**Enstone Road Crossroads** - accidents. Ms Reason believed that the Council should receive notice of incidents (police matter). The County Councillor and others have reviewed this with James Wright of OCC who are considering options.

**Police** - arrange to meet local Inspector as soon as possible

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

Ms Leffman reported on both Councils:

- Sheep Street and Park Street resurfacing scheduled for November.
- Changes in utilities opening road may enable improved co-ordination and control. Fines can be levied.
- Improvements to section 106 terms for developer routing to be made.
- £2m Youth Grant being made available (Community Centre aware).
- Climate change working party meeting shortly.
- Water Day to be held by WODC (pointless last time held).
- Cottsway and WODC funding buying homes on developments to let some 5 beds.
- Some developers are having problems selling homes and are stopping building.
- Oxford Local Plan may have targets for building homes reduced and will impact on WODC.

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

Mr Kenrick spoke reference the updated paper he had previously circulated.

He highlighted the need to engage residents and the incorporation of any amendment into the final document.

The consultation runs for 6 weeks and ends on 31st October. The plan can be viewed on line, hard copies are in the library and others can be borrowed if necessary. Print run of draft plan limited to 30 copies due to cost - £16 per copy.

The Chairman thanked Mr Kenrick and all of those supporting him in the working group and during the process of gathering information. This was a major task with an excellent outcome.

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

Mr Kenrick had circulated the report. Clerk to take the necessary actions required.

## **10. To consider the Citizens Award Scheme for 2020.**

The Clerk will convene a meeting.

## **11. To appoint a wreath layer for Remembrance Service.**

Mr Hill volunteered to lay the wreath.

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

Mr Morgan reported on progress. Roofing, doors and windows are on order to weatherproof the completed structure. This will facilitate the start of internal works. Fundraising has been continued and a flyer circulated with the recent Leaflet. This has an artist's impression of the finished project and is impressive, hopefully it will attract further donations/

Mr Kenrick applauded the work of the steering group and asked if the sewage pump was progressing. Mr Morgan replied that the matter is in hand.

**13. To agree a change to October meeting.**

It was agreed to move the dates to Monday 21st and Wednesday 23rd October on a proposal from Mr Morgan, seconded Mr Kenrick.

**14. Questions to the Chairman.**

Cotswold National Park update. Government review has been concluded suggesting 3 locations be considered further:

- Chilterns
- Cotswolds
- Dorset

Unitary Authority at OCC. Ms Leffman said that this has been stopped at present.

There being no further business the meeting closed at 8.38pm.

Signed.....

Chairman