



CHARLBURY TOWN COUNCIL

Meeting of Charlbury Town Council held on Wednesday 24th June 2009 at 7.30pm in the Corner House.

Members Present: Mr R N Potter (Chairman), Mr W Hackmann, Mrs S Finch, Mr R James, Mrs H Bessemer-Clark, Mrs V Pakenham-Walsh, Mr I Cox, Mr G Miller, Mrs N Lethbridge, and Mr R Prew

Apologies: Mr J Harrison and M/s L Reason

1. To receive the minutes of the last meeting.

Mr Miller proposed that the minutes be signed as a correct record this being seconded by Mr James and carried.

2. To deal with matters arising.

Cornbury Festival Traffic. The organisers were met on 4th June to discuss proposals and to seek improvement to the problems experienced with parking near North lodge entrance on Park St. Clerk to meet to discuss detailed arrangements.

OALC. The Chairman reported his attendance at the AGM where the guest speaker addressed Parish emergency plans. Chairman and Clerk to prepare along with flood plan.

Mr Neil Owen was congratulated on his election as County Councillor for this area. He is also a District Councillor, for Chadlington area and met the Chairman and Clerk for a briefing on 15th June. Letter of thanks to be sent to Sue Haffenden for her services to Charlbury as County Councillor.

2. Declaration of Interest

The following were declared:- Mr R James planning application 09/660. Mr James Left the meeting

Mr James – non-prejudicial interest planning application 09/704

Mrs Pakenham-Walsh planning application 09/718 09/719

Mrs Pakenham-Walsh left the meeting.

4. To sign orders for payment / receive report

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

5. To receive a report from the Planning Committee.

The following plans were considered and the comments on each are set out below:-

09/660 Alterations and extensions to create two dwellings. Stonehaven, Crawborough

1. We are concerned at the means of access to the site and the resultant parking arrangements which may be problematic at this particular location on Crawborough. More thought is needed on this particular point.
2. Otherwise no objection.

09/665 Non-compliance with condition 2 of permission 08/1595 to allow alternative materials at Grammar School Cottage park Street.

1. We have no objection

09/704 Alterations and insertion of new windows and door at Charlbury Primary School

1. We have no objection

09/710 Erection of 2 internally illuminated folded aluminium fascia signs and 1 internally illuminated folded aluminium projecting sign at the Coop Spendlove Centre.

1. We are concerned that for the second time an application relating to changing the colour of signs was sent to this Council in monochrome.
2. We consider that the existing signs are entirely adequate and acceptable in this visually important part of the conservation area. These were originally agreed following considerable and extensive discussion on a previous unsuitable application.
3. The proposed changes in colour are inappropriate and unacceptable in this central part of the conservation area, as is the proposed size of the sign.
4. We strongly object to this proposal.
5. Shoppers are well aware of the shops location, therefore large signs as proposed are not necessary.
6. Can this go to committee please.

09/711 Erect front porch at 22 Sturt Road

1. We have no objection.

**09/718
719**

Erect two storey rear extension. Alterations to existing barn to farm ancillary accommodation at Crinan House, Market Street.

1. If permission is given for the barn development as ancillary accommodation can this be conditional to the occupancy of Crinan House to prevent the establishment of a separate dwelling.
2. Further development at this site will exacerbate existing traffic problems at this 'pinch point' in market Street.
3. Other wise no objection.

R3 0125/09 (OCC) Continued use of Dean Pit for further 5 years from September 2009.

- a. This facility is outside Charlbury Parish but is a very well used and appreciated facility which encourages recycling beyond that which is provided by kerbside collection. Thank you for the opportunity to comment on this proposal.
- b. Concerns of neighbouring parishes with regard to traffic movements and deteriorating road infrastructure are noted.
- c. The renewal of permission should be for a limited period and should require the County Council to undertake a feasibility study to seek and develop an alternative site, thus enabling Dean to be closed and restored. The alternative site should be operational prior to any such closure and ideally should be available within 3-5 years.
- d. It is considered that alternative sites are available and that the location of these is such that all relevant proximity and significant reductions in traffic disruption. Potential sites may be available in the Enstone Area.
- e. If consent for a further temporary period is granted then the above comments should be included as conditions together with a definite target closure / replacement date for Dean Facility.
- f. Operating hours permitted should reflect the location and potential disruption to the local area.

Planning Decisions Refusals

09/0482 Change of use of Estate agents office and flat to a single dwelling at 5 Market St. (Chancellors Office)

Refused

09/0252 Construct walling to bound area intended for use for interment of ashes at St Marys Church

Refused

Appeal Decision

08/1515 Internally illuminated signs (free standing single sided) at Fiveways Stores, Sturt Rd

Appeal dismissed

Planning Decisions Granted

08/0316 Erect thirteen dwellings to include garages parking and new access at Charlbury Dairy, Wychwood View Thames Street.

Permitted and subject to section 106 agreement.

**09/0410
0411** Convert outbuilding to studio at Egypt The Playing Close.

Permitted

09/0412 Convert double garage into single garage and studio with WC. Insert new window to front elevation at 46 Ticknell Piece Rd.

Permitted

09/0461
0462

Erection of two dwellings at Reeves Barn Pound Hill, demolition of existing dwelling.

Permitted

09/520 Construction of porch at 22 Woodfield Drive

Permitted

6. To deal with Correspondence.

Mr M Wilson Wigwell maintenance. Clerk has replied to Mr Wilson that the tenant is to deal with nettles etc by cutting back.

Mr Cunningham Letter re traffic issues in and around Park Street. Letter to be sent to OCC seeking action to deal with the [points raised.

Thanks for grants received from Thomas Gifford Charity, Waste Action Group, Blenheim Nature Reserve, Sustainable Charlbury and the Scout and Guide supporters.

Baward Trees A safety report was received for the Cemetery Trees and one in Nine Acres. There were no immediate concerns. Clerk to meet with Chairman and Mrs Lethbridge to consider report and then seek costings for the work to be done.

David Northey Mr Northey sent a picture of the type of shelter being considered for the second platform at the Station. This was considered unsuitable and one similar to that at Finstock was preferred. Further site meeting / meetings to discuss final footbridge design to be arranged,

Sue Stephenson Cottsway will undertake holding repairs at Rochester Place garage forecourt and will be contacting owners re footpath surface.

West Oxon DC Riverside Festival Feedback Form. Following discussion the following comments to be submitted.

1. Lack of Police presence in the Town, where damage did occur.
2. Event well organised and appreciated.
3. Police were on the island where security staff are evident- they should have been in Town when youngsters arrived by train, too late for festival and caused problems in the Town.
4. Parked vehicles on Watery Lane triangle – for fire service access. Lots of parked vehicles on Sunday – access for musicians.
5. Too many vehicles on the island itself.
- 6 Organisation of event improving each year.

Waste Action Group The Chairman reported his attendance at the AGM.

Bowls Club Broken into on Friday evening and damaged green noted.

WODC Gambling Act Conditions. No response needed

BT Discussion on siting of poles on The Slade. BT do not intend to move them.

7. To consider Chairmanship and Procedures (paper circulated in May)

Held over to a future agenda

8. To consider planting in the Cemetery – Northern Extension

The need to maintain maximum space for burial purposes was accepted but a small scheme to break up a larger grass area was agreed. Clerk to take advice and prepare / cost a suitable scheme for the Autumn. Consideration to be given to a small area for burning branches etc.

9. To adopt the 2008/9 Accounts

The accounts, which have been approved by the external auditor were circulated together with a copy of the submission to the external auditor. The Clerk explained the documents to those present.

Mr Prew proposed that Section 1 of the submission, Statement of Accounts be signed this being seconded by Mr Hackmann and unanimously agreed. Accordingly section 1 was signed by the Clerk and Chairman.

Mrs Bessemer-Clark proposed that section 2 the Annual Governance Statement be signed this being seconded by Mr Prew and agreed unanimously. Accordingly the Section was signed by the Clerk and Chairman.

10. To consider Climate Change meeting for the Autumn.

Following a request at the Annual Parish meeting and agreed course of action by the Council in respect of OCC proposals to turn out street lights overnight, subject to local Council agreement, it was agreed that a meeting should be arranged.

This will be held on Friday October 23rd at 8.00pm in the Memorial Hall. Clerk to arrange and invite speakers from OCC. For street lighting and sustainability. Need to attract as wide a participation as possible via Chronicle, leaflet, Web site and Posters.

Agenda format to be firmed up in September.

11. To consider affordable housing.

The Chairman reported that he and the Clerk had met with OCHA and landowners to discuss the matter on 3rd June. Progress is being made. An indicative sketch is to be prepared to show how a scheme could be built to meet the needs identified in the housing needs survey and then meeting with planners would follow.

It was stressed that if possible there should be something for the community in any such scheme, e.g. open recreational space, allotments or play area. At the Planning stage consultation would be important.

12. To Consider web site proposal

Move to July Agenda

13. To agree meeting dates

The list of dates circulated for 2009 and 2010 were agreed. Bookings to be confirmed and dates to be published.

This was proposed by Mr Prew and seconded by Mrs Finch and agreed nem con.

(Mrs Finch will publish on the Web site)

14. To receive reports

a. Cemetery covered in the meeting else where

b. Corner House and Memorial Hall. Report attached to minutes

c. Mill Field, Watery Lane and Bridges. Thanks to Riverside Festival for excellent litter clearance, need to remove old seat, pole and attend to sluice wall

d. Nineacres report attached to minutes

e. Quarry Lane and Ticknell All is well. Field needs mowing for hay. Some joints on the skate park equipment needs filling. Clerk to instruct Play area maintenance contractor.

f. Wigwell. Nothing to report.

g. Station Line closed on 18th July for two weeks. Leaflets are available. Meet the managers arranged for 8th July 7.30am to 8.30am.

h. General. List provided to be sent to OCC for action

i School Governor Report No report. Mrs Bessemer-Clark reported briefly on the meeting she attended. Governor nomination to July agenda

j. Transport Bus stop to be installed shortly. Revised bus strategy in place with Charlbury response to consultation included / featured.

k. Neighbourhood Action Group Attached to minutes

There being no further business the meeting closed at 10.05pm.