



# CHARLBURY TOWN COUNCIL

## **Meeting of Charlbury Town Council held on Wednesday 23rd September 2009 at 7.30pm in the Corner House.**

**Members Present:** Mr R N Potter (Chairman), Mr J Harrison, Mr I Cox, Mrs H Bessemer-Clark, Mr W Hackmann, Mrs S Finch, Mr G Miller, Mrs N Lethbridge, Ms L Reason, Mr R James and Mrs V Pakenham-Walsh.

**Apologies:** Mr. R Prew and Mrs Chadwick (District Councillor)

Prior to opening the meeting the Chairman reported that an invitation to the Scouts AGM had been attended by Councillor Hackmann. Mrs Lethbridge will attend Oxfordshire Carers forum at Oxford Town Hall on 13<sup>th</sup> November.

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

Subject to the use of Capital letters for Garden Society and Woodland Group rather than Trust. Mr Harrison proposed that the minutes be signed as a correct record, this being seconded by Mrs Finch and carried.

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

The Clerk reported that progress had been made on the scheme of planting for the Northern extension of the cemetery and thanked Mrs S Potter for her advice, guidance and help. Once costed the plan will be brought to members for approval.

Street Fair. Organisers thanked for an excellent Street Fair.

Ticknell Piece – Dog bin needs fixing.

Nine Acres AGM. Chairman reported that he attended and thanked the committee for their work.

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

There were none

### **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 Mr James and carried. Accordingly cheques were signed by three Councillors.

The Chairman asked members to ensure that any grant requests were received by the Clerk by 31<sup>st</sup> October at the latest.

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

The following plans were considered:-

- 09/1077** Enlarge porch and erect extensions at Upper Orchard Pooles Lane  
1. We have no objection
- 09/1078** Remove garage erect single storey rear extension at 5 Nine Acres Close  
1. We have no objection
- 09/1087** Erect two storey front and rear extensions at The Firs Enstone Rd.  
1. We have no objection
- 09/1110** Demolish oil tank enclosure at 2 Jeffersons Piece  
1. We have no objection.
- 09/1116** Extensions and insert dormer window Stonewall Sturt Rd.  
1. We have no objection
- 09/1164** Erect rear conservatory at 7 Hone Court Pooles Lane  
1. We have no objection.

**Planning Decisions**

- 09/843** Extensions at 21 Ditchley Rd  
Permitted
- 09/856** Extensions at Longholme Market St.  
Permitted
- 09/858**  
**859** Change to roof, insert double doors at St Diumas House Park Street.  
Permitted
- 09/897** Replace garage 5 Enstone Rd,  
Permitted

**Tree Works**

- |                |                                 |
|----------------|---------------------------------|
| 21 Ditchley Rd | Prune one silver birch          |
| 4 Enstone Rd   | Fell two Leylandii and one pine |
| 4 Hundley Way  | Fell one Leylandii              |

**NB** Sgt Smith from Chipping Norton Police attended the meeting on 21<sup>st</sup> September and spoke about recent statistics on crime and events in Charlbury. Policing may be an item for the 14<sup>th</sup> October reflective meeting.

## **6. To deal with Correspondence.**

OCC Local Transport Plan. Papers to Mrs Bessemer-Cark. To report back if necessary

OCC Waiting restriction order. Noted

I Cox Nine Acres report. To October meeting.

Corner House AGM 5<sup>th</sup> October. Members to attend if possible

Royal British Legion Mrs Lethbridge will lay wreath for Council

Boward Trees. Quotation for work at Cemetery and Nine Acres. M/s Reason proposed acceptance of the quote for a total of £2,610 + VAT seconded Mr James and agreed with one abstention

Pixel Concepts Website construction quotation. M/s Reason proposed that the quote of £995+VAT be accepted seconded Mrs Bessemer-Clark and agreed.

BDO Stoy Hayward The report of the external auditor was read to members. This suggested that the fidelity bond within the Insurance policy should be sufficient to meet the value of deposits plus precept. Currently at £150,000 this was, in the auditors view, in need of increasing. The remainder of the report was entirely satisfactory.

M/s Reason proposed that the report be accepted and that the fidelity bond be increased to £250,000 at the next renewal of the insurance policy (Feb 19<sup>th</sup> 2010) this being seconded by Mr Hackmann and agreed.

## **7. To consider affordable housing**

The consultation period to update the needs survey will conclude at the end of October at which point further meetings will take place to consider how best to proceed.

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

Three members viewed the two sites and instructed the Clerk with regard to three plots needing attention at Oxpens together with some maintenance at both sites. Current waiting list is eleven.

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

County Councillor:-

Neil Owen reported that the Community service workers had turned up on Sunday and undertaken some work. There is potential for further use of this facility

Co-op Signs. A reply to Mr Owens letter referring to the need to scale down the proposed new sign was read. The Coop had listened and the signs were now acceptable and in place. Mr Owen was thanked for his efforts on this matter.

Dean Pit. Decision meeting has been postponed until 22<sup>nd</sup> October.

Street Lighting. Chadlington have agreed to switch off.

District Councillors:-

Mike Breakell reported on his and Glenas behalf.

LDF still ongoing, further consultation in due course.

Marriotts Close project is the main issue – opening 29<sup>th</sup> October.

Station Parking fees. Increased this week.

**10. To consider Home Zones**

Mr Harrison reported that despite best attempts maintenance problems remain with both Cottsway and OCC failing to undertake necessary works. Neil Owen to take up with Paul Wilson. Clerk has contacted Cottsway who have promised to tidy up garden at entrance to Sturt Close.

**11. To consider an agenda item for the reflective meeting (14<sup>th</sup> October)**

Agenda to include     Community Spirit  
                                  Environment / Climate Change

Minutes of 6<sup>th</sup> October 2008 meeting plus agenda to be circulated and include the County and District Councillors.

**12. To consider an agenda for the Climate Change and Street Lighting public meeting (23<sup>rd</sup> October)**

Letter from Mr McDougall re lighting to be taken forward.

Posters and publicity important. Two speakers from OCC with Police invited to attend.

There being no further business the meeting closed at 9.30pm.