



CHARLBURY TOWN COUNCIL

Meeting of Charlbury Town Council held on Wednesday 20th April 2011 at 7.30pm in the Corner House.

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

Apologies: Mrs H Bessemer-Clark and Mrs S Finch

Prior to the meeting opening the Police attended on their way to an incident and reaffirmed that there will be a Police presence in Charlbury Town centre area on the evenings of the Riverside Festival.

The Chairman reported that a note from the leader of OCC was attached to the minutes (press release) and that sadly Mr John Merriman a former Chairman and Councillor had died on April 19th. A card of condolence had been sent by the Clerk.

1. To receive the minutes of the last meeting.

The minutes were signed as a correct record subject to amending the following:

page 3 item 8 frustrating; pleased...

page 4 item 11 add. Invite WODC to liaise with the owners of the Bull and Bell with a view to possible siting of racks in the car parks.

2. To deal with matters arising.

Wilderness Festival. Magistrates Court hearing. Mrs Pakenham-Walsh and the Clerk will attend and report back. Meeting with organisers of Festival to be arranged.

Surgery April 2nd. Six Councillors attended and the time spent was useful. Next surgery June 4th.

Mr Prew asked that the Councillors move way from the hall area as this may effect the coffee mornings in progress at the same time.

WODC. Seek clarification of planning policy on public consultation for housing scheme proposals.

Section 137 and Grants. Paper for June meeting to be circulated with minutes.

3. Declaration of Interest

Mr Harrison declared an interest in item 4 as a relative is a cheque recipient.

Mrs Pakenham-Walsh declared an interest in plan 11/0508 and took no part in discussions.

4. To sign orders for payment / receive report

The accounts due for payment were circulated and explained by the Clerk together with reference to current finances and balances.

Mr Hackmann proposed that the accounts be paid this being seconded by Mr Miller and agreed. Accordingly cheques were signed by three Councillors.

5. To receive a report from the Planning Committee.

The following plans were considered:-

- 11/0462** Erection of single storey front and rear extensions at 1 Sandford Rise.
1. We have no objection but ask that insulation be carefully considered between the garage and the proposed extension.
- 11/0480** Erection of single storey side extension at Smallacres Ditchley Rd.
1. We ask that walls proposed be built in natural stone to match that existing.
 2. Otherwise no objection.
- 11/0499** Installation of an air source heat pump to the rear of the property at 10 Jeffersons Piece
1. We have no objection but hope that the possible noise nuisance will not affect neighbours.
 2. Efforts to reduce emissions are supported and it is hoped that the results of this 'experiment' can be made known to this Council
- 11/0508** Erection of first floor extension and pitched roof on existing conservatory at 37 Woodfield Drive.
1. We have no objection but ask that party walls be adequately insulated.
- 11/0523**
0524 Removal of existing single storey rear extension and replace with new two storey extension at Heathfield Cottage Browns Lane.
1. We believe that some work has already been undertaken on the property despite there being no planning consent in place.
 2. We support the comments made by the owner of Heathfield.
 3. This proposal represents a gross over-development of the site.
 4. The proposal does not enhance this important part of the Conservation area.
 5. There are parking problems existing in this part of Browns Lane and the potential for further parked cars would exacerbate this.
 6. Can this go to committee please.
- 11/0547** Conversion of acupuncture clinic to residential unit at 37 Sheep St.
1. We regret the potential loss of a business premise within the Town centre
 2. We feel that further cars generated by a residential property will exacerbate existing parking problems.
 3. Can this go to committee please.

Planning Results

There were none

6. To deal with Correspondence.

Routine correspondence was considered at the meeting on April 18th with the Clerk instructed accordingly.

The following was brought forward:

ORCC Best Kept Village History Leaflet. To read and pass around.

WODC Standards Committee representative. Mrs Lethbridge volunteered. Name to be put forward.

OCC Road Closure Enstone Rd/Browns Lane. 9th May to 3rd June noted

Dyers Hill residents There is a need to resolve the issues of this site with both OCC and WODC. The Council understands the issues. Meeting to be arranged to seek to resolve the matter and achieve a timescale for change.

Mrs Lethbridge Resolution of comments issues on late planning applications arrivals. Various comments were put forward to consider if this recurs.

Mrs Epps Letter to Chairman thanking Council and Clerk for efforts re Library proposed closure.

7. To consider an allotment report

A meeting was held on 13th April and some observations were passed to the Clerk in respect of plots requiring attention or only partly in use. Holders to be contacted.

8. To consider affordable housing

Nothing to report.

9. To consider a report from the APM

There were eleven Town Councillors, two District Councillors and one County Councillor together with forty five members of the public.

The Chairman gave a very full report which obviated any questions.

10. To consider a Walkers are Welcome scheme

Mr Miller expanded on the paper he had prepared and which was circulated with the minutes.

Following a number of questions and observations it was resolved that:

1. Council welcomed the community initiative to gain Walkers are Welcome status
2. Council will fund the £30 WAW associate membership fee and the £50 full membership fee for the first year should accreditation be achieved.
3. that a paper from the steering group should be taken at a Town Council meeting within the next 3 months to report on progress.

Proposed Mr Miller seconded M/s Reason agreed with one abstention.

11. To receive reports

- a. Cemetery** New contract is working well for grounds maintenance.
- b. Corner House and Memorial Hall.** Report circulated
- c. Mill Field, Watery Lane and Bridges.** All well. Cut extended by some twelve feet toward river. Trees in river.
- d. Nine acres** Report circulated. Pavilion key handover took place with John Merriman receiving the keys. Official opening to be 13th May..
- e. Quarry Lane and Ticknell** Blackthorn has been cut back. Complaints re drug use around the skatepark to be reported to the Police. Some litter.
- f. Wigwell.** Nothing to report
- g. Station** Nothing to report
- h. General.** No entry signs – Sheep Street and market Street to be reported to OCC – one-way system is failing with vehicles driving the wrong way. Usual issues of potholes and kerb setts.
- i School Governor** Mr Hackmann gave a brief update.
- j. Transport** Mrs Bessemer-Clarks’ report had been circulated.
- k. Neighbourhood Action Group** Mrs Pakenham-Walshs’ report was circulated with minutes.

Check your speed signs to be put on wheely bins, perhaps on The Slade and Woodstock Road.

Prior to closing the meeting the Chairman reminded those present that the first business of the May meeting was the election of a Chairman.

There being no further business the meeting closed at 9.08pm.