



# CHARLBURY TOWN COUNCIL

## **Meeting of Charlbury Town Council held on Wednesday 28th September 2011 at 7.30pm in the Corner House.**

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

**Apologies:** Mr R James, Mr W Hackmann, and Mr. R Prew

Prior to opening the meeting Mr W Chadwick addressed the Council on the subject of Leylandii hedge between properties on the Green and Hundley Way. Issues are related to the ongoing maintenance of the hedge which stands on Crown Land and a proposal by OCC to cut down the hedge. Some residents wish to keep the hedge and are seeking ways / help in doing so.

Mr Chadwick was thanked for the presentation and informed that his letter on the subject would be discussed in correspondence.

The Chairman informed the Council of the following:-

A volunteer had come forward to lead the Boundary Walk and he had been asked to contact the Clerk.

The Oxford Mail had sought his views on the Station Car Park funding award on 15<sup>th</sup> September. He had been invited to an unveiling of a plaque at the station on 14<sup>th</sup> October.

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

Subject to the following amendments

Item 9 e... at Centenary Wood

Item 8 Queens' add apostrophe.

Minutes for the meeting on 24<sup>th</sup> and 31<sup>st</sup> August were signed as a correct record on a proposal from Mrs Finch seconded Mr Harrison and agreed.

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

Mr Prew had reported that he appreciated the experience as the representative of the Town Council on the steam-train journey on Street Fair Day as a guest of FGW.

Library Consultation A joint response with Friends of the Library has been sent and copied to the Prime Minister.

Affordable Housing Response to the post local consultation planning revisions had been sent to SOHA. Residents of Little Lees had been given copies of the plans under the FOI act. District Councillors participated in the meeting with SOHA.

Street Fair A sum of £14,000 has been raised. Send congratulations to Chairman and committee.

Nine Acres M/s Reason asked if the pavilion security lights should be turned off for energy conservation. Mrs Pakenham –Walsh said that having the lights on had recently helped PCSO Wes Smith in detecting and dealing with a crime.

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

M/s Reason declared an interest in item 4 as a relative was a cheque recipient. Mr Harrison declared an interest in item 4 as a relative was a cheque recipient and in plan 11/1469.

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

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

The Clerk had circulated a financial statement with the minutes detailing expenditure for the five months to end of August against the precept budget and referred to balances at the bank.

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

Chris Wilson of Oxfordshire Fire and Rescue Service addressed Members at the meeting on 26<sup>th</sup> September and highlighted the need for further retained fire-fighters at Charlbury . He is seeking to recruit 2/3 new persons and will be undertaking the necessary advertising.

The following plans were considered:-

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

1. We have no objection

**11/1435** Erect single extension at Church View Cottage Park Street.

1. We have no objection.

**11/1451** Install air source heat pump at 12 Jeffersons Piece

1. We have no objection but ask that any potential noise for neighbours is carefully considered.

**11/1469** Convert garden store to studio and garden room at The Priory, Priory Lane  
**1470**

1. We have no objection

### **Planning Results. The following were noted**

**11/0876**

**0877** Alterations to front window and erect single storey rear extension to create one dwelling at News and Things, Sheep Street.

Permitted

**11/1020** Change of use, barn to dwelling, Hopkins Yard, Market St.

Refused

**11/1106**

**1107** Alterations to window/door openings at the Old Bank House Market St.

Permitted

**11/1236** Erect new front porch at Bobwell Farm Spelsbury Road

Permitted

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

WODC/Mr Dodds Noise levels at Wilderness Festival. The Town Council had responded to WODC but some concerns remain. The Clerk will ask Mr Oddy to attend the December meeting of Council to explain the results of monitoring of all events over the last year. Questions/ concerns can then be raised directly.

Salt Bins The Clerk reported that OCC have agreed the siting of a further five bins.

Snow Day Demonstration The Clerk and Mrs Pakenham-Walsh will attend at Deddington and Mrs Bessemer-Clark at Drayton

Cottsway Progress has been made in respect of the garage forecourt at Rochester Place. Cottsway will undertake repairs to the area for which they are responsible.

ROSPA Play inspection to be undertaken at a cost of £63 per site on a proposal from Mr Harrison seconded Mrs Finch and agreed nem con.

Mr Chadwick Hedge maintenance at The Green

Following the presentation by Mr Chadwick discussion took place on the possible roles which the Town Council might take in this matter. OCC had suggested that they wished to fell the hedge and no longer wished to incur maintenance costs and said that the Town Council could be approached by residents.

The Clerk advised the Council that involvement in this matter, on ground not in its ownership would not be advisable and that any involvement might lead to further expenditure commitment even though current residents have said that they would pay for maintenance ( a condition requested by OCC to avoid felling).

It was agreed that the Town Council could not accept an involvement in this matter and the Clerk was asked to discuss this with Mr Ian Clarke at OCC in order to seek an arrangement between residents and OCC without TC Involvement. This was proposed by M/s Reason seconded Mrs Finch and agreed nem con.

Jon Carpenter Erection of Museum Xmas Tree. Noted.

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

a The County Councillor Neil Owen made the following points

He and the Clerk had met OCC, Matthew Timms to discuss highway maintenance issues awaiting attention. Jobs will be done soon.

Library. Respondents have done a good job in putting their case forward. Decisions to be taken on 12<sup>th</sup> December and he will be involved.

Winter maintenance. Allocations of 1 tonne bag of salt per parish is causing anxiety..

b. District Councillors Glenna Chadwick reported as follows :-

Go Active to hold classes in Charlbury

New head of Streetscene, Trevor Askew, has produced reports on communal bin collections.

Bring sites are to be kept clean as per contract.

Dean Pit closure and alternatives being considered by WODC.

c. Mr Hywel Davies reported as follows.

Planning framework is controversial and is likely to be amended

Neighbourhood Plans will be required. TC need to consider this and prepare a plan.

## **8. To review an allotment committee report**

The Chairman presented his report. Clerk to deal with matters raised – plot usage and hedge encroachment plus removal of a sycamore at Oxpens.

## **9. To consider an agenda for the reflective meeting on 19<sup>th</sup> October**

The following were agreed

Car Parking / Car Parks

Neighbourhood Plans

Localism

District and County Councillor to be invited.

## **10. To review ‘surgeries’**

These were generally considered to be a useful means of engagement with the public and will continue.

The next scheduled event is 1<sup>st</sup> October

Further bookings for Morris room only to be made for first Saturdays in December, 2011 February, April, June, August and October 2012

**11. To consider the Street Lighting committee of 9<sup>th</sup> November**

The meeting will not take place as it was considered unnecessary in view of energy conservation and budget issues.

**12. To consider the celebration of HM Queens' Diamond Jubilee**

Following some discussion it was agreed that Mrs Finch would put a note on the Town websites seeking ideas which community groups might manage. Agenda item for further meetings.

**13. To review licensed events in and around Charlbury 2011**

Mr Oddy of WODC had addressed a Town Council meeting in December 2010 and had agreed to monitor noise levels at all events.

It was agreed that he be invited to the December meeting to produce a report on the results of monitoring and to deal with issues of concern.

There being no further business the meeting closed at 9.35pm.