

Meeting of Charlbury Town Council held on Wednesday 27th June 2018
at 7.30pm in the Corner House.

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

Apologies: Mr R N Potter, Mr R Prew and Ms L Leffman (District & County Councillor).

1. To receive the minutes of the last meeting.

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

2. To deal with matters arising.

Neighbourhood Forum. Mr Kenrick is dealing with this matter.

Traffic Group. Meeting will be on 11th July with Mike Wasley.

Sluice Gate. Repairs completed.

Publica meeting. To be arranged.

Gifford Trust. Second arson incident may be unrelated to the first.

Local Green Space. No comments received from consultation.

GDPR. Draft Scheme with Clerk and Chairman to review.

Inspector Hookham. Will attend July Planning meeting.

Wilderness. Environment policy sent directly to Ms Reason. Email re traffic plan issues.

3. Declaration of Interest.

There were none.

4. To sign orders for payment/receive report.

Mr Morgan proposed that the accounts as circulated and explained by the Clerk be paid, this being seconded by Dr Merry and agreed. Accordingly cheques were signed by three Councillors.

Signatories.

It was agreed that Mrs Burroughs and Mr Puttick be added to the list of cheque signatories and that as previously agreed cheques should be signed by any two signatories (revised from current 3).

5. To receive a report from the Planning Committee.

The Chairman had prepared and circulated a copy of a letter to be sent to Giles Hughes, Head of Planning at WODC re the section 106 agreement for the site at 1 Police Houses, Hixet Wood. Mr Morgan proposed that this excellent letter be sent and the Chairman thanked, seconded Mr Puttick and agreed. Clerk to send.

The following plans were considered:

18/01408/HHD & 18/01409/LBC Conversion of attic, two new dormers to front and one to rear at White Hart Cottage, Market Street.

1. We have no objection.

18/01461/HHD Single storey front and rear extensions at 19 Sandford Rise.

1. We have no objection.

18/01593/FUL Proposed dwelling and construction of both vehicle and pedestrian accesses at 53 Nine Acres Close.

1. We question whether the pedestrian access to Nine Acres Close can be maintained. Can the necessary land be purchased to enable this?

2. Otherwise no objection.

6. To deal with correspondence.

James Wright, OCC. Assistance with signs programme noted.

School Governor Advert. Mrs Burroughs is exploring this at present.

Planning Permission in Principle. There may be a need to amend procedures in order to respond within a shorter consultation period. (July agenda).

Wild Oxfordshire. Ms Reason and Mr Kenrick to attend at a cost of £20 per person (Bee conference in Chadlington).

Dr Merry. Grants for Charlbury. Dr Merry thanked.

K Butler. Code of Conduct training. Clerk and Chairman to attend 13th September session.

Corner House. Grant thanks noted.

OCC. Meeting on 24th July. Clerk and Chairman to attend.

7. To adopt the 2017/18 accounts.

The Clerk explained the process of internal and external audit and circulated relevant documents. Dr Merry proposed that Section 1 of the return be signed by the Clerk and Chairman, seconded Mr Morgan and agreed.

Mr Morgan proposed that Section 2 of the return be signed by the Clerk and Chairman, seconded Mrs Burroughs and agreed.

Accordingly both sections were signed and dated.

8. To consider the Neighbourhood Forum.

The Chairman had circulated a paper to provide an update on progress. As sections of the draft plan become available they will be circulated with feedback welcomed. It is hoped that the Town Council will be able to sign off the Neighbourhood Plan by the end of the Summer to enable public consultation from around September. Incorporation of amendments will follow before submission to WODC for the next stage. Various new developments in planning are being explored.

A proposed letter to Robert Courts MP ref. 'Right to Buy' was circulated and agreed on a proposal from Mr Morgan seconded Ms Reason.

9. To agree meeting dates for 2019.

Draft dates to be put to Corner House caretaker for approval or amendment if needed.
Date for award panel to be considered as the scheme is prepared.

10. To receive a report on underspend in 2017/18.

The Clerk's report was received. Further cost details need to be gathered to inform future decisions.

11. To consider Mill Field Management and adopt the Management Plan.

Dr Merry was thanked for preparing an excellent plan/report, as were the supporting group. The proposed trial for the far end of the field was welcomed.

Ms Reason proposed that the plan be adopted, this being seconded by Mrs Broughton and agreed nem con.

The plan is to be put on the website.

12. To receive reports.

- a. Cemetery. All OK. Some trees in Northern extension need replacing.
- b. Corner House and Memorial Hall. Last minutes have been circulated.
- c. Mill Field, Watery Lane and bridges. Bank repair started. Fallen Willow to be moved before Riverside Festival.
- d. Nine Acres. Report circulated. Bigger litter bins needed
- e. Quarry Lane and Ticknell. Report circulated.
- f. Wigwell. Report circulated.
- g. Gifford Trust. Report circulated.
- h. School Governor. No report.
- i. Transport/Station. Report circulated.

There being no further business the meeting closed at 8.45pm.

Signed.....
Chairman