

Charlbury Town Council

To: all Members of Charlbury Town Council

Friday 19th November 2021

The Town Council will meet on Wednesday 24th November 2021

At 7.30pm at the Memorial Hall

10 minutes are available for members of the public who wish to address the Council

AGENDA

1. To receive **Apologies for Absence**
2. To receive **Declarations of Interest:** *Members are asked to declare any prejudicial or personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting.*
3. Contributions from Members of Public
4. To receive Minutes of the Town Council Meeting dated 27th October 2021
5. Matters arising from the Minutes (not elsewhere on the agenda)
6. To resolve General Power of Competence
7. Finance and Administration
 - a. To receive Payment schedule and authorise payments
 - b. To receive minutes from Finance Committee held on 17th November
 - c. To receive external audit report and note recommendations
 - d. To appoint internal auditor for Financial Year 2021-22
 - e. To consider changing bank accounts to Unity Trust bank
 - f. To consider annual membership of Society for Local Council Clerks (SLCC) at cost of £262
 - g. To resolve FOI Publication Scheme
 - h. To agree meeting dates for 2022
8. To receive Correspondence
9. To resolve to submit an ACV for The Bell
10. Mill Field
 - a. Proposal for Hydro Electric Proposal for the Mill Field Sluice
 - b. Revised quote for gate
11. **Planning**
 - a. To consider planning applications:

Ref no:	Address:	Proposal:
21/03509/HHD	67 The Green, Charlbury	Erection of a first-floor extension and alterations to front elevation
21/01893/LBC	Market House, Church St	Replace four windows, 3 at rear and 1 at front of house, with wood frames and slim line double glazed glass in keeping with grade 2 listed requirements (amended description and plans)
21/03469/HHD	15 Ticknell Piece Road,	Erection of rear single storey garden room extension and garage conversion (amended plans).

12. Communication

- a. To receive reports with reference to Charlbury
 - i. County Councillor
 - ii. District Councillor
- b. Website/social media/Noticeboards
- i. To approve Accessibility Statement
 - c. To adopt Terms of Reference for Finance Committee
 - d. Engagement
 - e. Publications
 - f. To consider Town Council support of 'Reducing the Risk of Domestic Violence' organisation

13. Amenities

- a. Nine Acres
- b. Ticknell Piece
- i. Play Park safety and maintenance
- c. Cemetery
- d. Allotments
- i. To consider request from WODC to formalise the TC's occupation of the Evenlode Close

allotments

14. Town Council as Trustees/Representatives

- a. Corner House/Memorial Hall
- i. To consider request from the Charlbury Corner House and Memorial Hall Trust CIO (CCHMHT) for the Town Council to retain legal ownership of the Corner House and Memorial Hall following its transfer to the new CIO
- b. Gifford Trust
- c. School

15. Transport

- a. To consider proceeding with proposed Traffic Regulation Order
- b. Town Council to submit funding bid for £1390 to our County Councillor's priority fund to cover 50% of the cost of setting up a Charlbury "Borrow an e-Bike" scheme, including purchasing bike and accessories and the first year's running costs.
- c. If successful in the bid, the Town Council to provide the remaining funds from the 2021-2 Journeys team budget and to go ahead with setting up the scheme as set out in the attached proposal.

To note that the remainder of the reports (Ecological and the rest of Transport) will be received at the December meeting.

All meetings are open to the public

Clerk to the Council
Lisa Wilkinson