



Charlbury Town Council

To: all Members of Charlbury Town Council

23rd September 2022

Town Council will meet on Wednesday 28th September 2022 at 7.30pm in the Green Room, 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 from the Town Council meeting dated 31st August 2022
5. **Matters arising from the Minutes** (not elsewhere on the agenda)
6. **Finance and Administration**
 - a. To approve payment for leaflet printing for Buildings Open Day
 - b. To receive Payment schedule and authorise payments (see **Appendix 1**)
 - c. To adopt Dignity at Work policy
 - d. Notice of Conclusion of Audit
7. To receive Correspondence (see **Appendix 2**)
8. **Planning**
 - a. To note that all planning application decisions are now delegated to the Planning Committee
9. **Communications/Engagement**
 - a. To receive report from Oxfordshire County Council
 - b. To receive report from West Oxfordshire District Council
 - c. To resolve to purchase aluminium signs for Mill Field and for the roadside to protect hedgehogs
10. **Traffic**
 - a. To receive recommendations from Traffic Committee and consider:
 - i. installation of build-out on Enstone Rd
 - ii. extension of 20mph speed limit
 - b. **Traffic Regulation Order**
 - i. To consider payment for implementation of speed limit on Spelsbury Rd (as per TRO)
11. **Amenities**
 - a. **Nine Acres**
 - i. Update on lease between TC and Football and Social Club
 - ii. Request for sinking fund to be established for new playground equipment
 - iii. To consider playground inspection and maintenance programme
 - iv. Update on new playground equipment
 - b. **Ticknell Piece**
 - i. To receive report
 - c. **Green spaces**
 - i. To receive report
 - d. **Allotments**
 - i. To receive inspection report
 - ii. To consider change of wording to allotment rules
 - e. **Town Cemetery**
 - i. To consider change to rubbish disposal procedure
12. **Town Maintenance**



- a. To consider grass cutting schedule at Ticknell Piece
- b. Grass at Kendall Piece and The Green
- c. To consider replacing bin at Narrow Lane/Marlborough Place with associated costs.
- d. Bus shelter maintenance

13. Land and Nature

- a. To receive report

14. Buildings

- a. To receive report
- b. To approve costs for printing posters for the open day

All meetings are open to the public

Clerk to the Council Lisa Wilkinson

Appendix 1**Payment Schedule****a. Payments received:**

Banbury Memorials	Memorial stone	£150.00
WODC	Parking contribution	£1500.00
WODC	Precept 2 nd instalment	£63,723.00

b. Accounts for authorisation and payment:

Lisa Wilkinson	Clerk's September salary, allowance & expenses	£1825.60
Nest	Clerk's pension	£109.98
HMRC	Income tax contribution	£1,642.38
Kopyrite	Printing (Food Working Group)	£110.00
Kopyrite	Printing (street fair)	
Oxfordshire County Council	Signing and lining parking restrictions (TRO)	£1,363.53
Charlbury Corner House Management Committee	September 2022 room hire	£85.00
Information Commissioner's Office	Data protection fee (direct debit)	£35.00
Basecamp (repay Liz Reason)	Basecamp monthly subscription	£79.00 (est)
Low Carbon Oxford North	Printing of leaflets (buildings group)	£171.00
Moore	External audit	£480.00

c. Charlbury Town Council balances

To 31st August 2022	
Unity Trust Current Account	£57,234.30
Unity Trust Instant Access Account	£20,000.99

Appendix 2**Correspondence**

Date received	Sender	Topic
8/9/2022	Kevin Slevin	Freedom of Information request
14/9/22	Resident of Sturt Rd	Concern about long grass around town
14/9/2022	Deeon Pegg	Penhurst Gardens Care Home



15/9/2022	Simon Cairns	Holiday let businesses in Charlbury
19/9/2022	Resident	Graffiti on Gigaclear boxes

Appendix 3

Planning applications received:

Ref no:	Address:	Proposal:
22/02289/HHD	Whitethorn, Ditchley Rd, Charlbury	Erection of single storey mono pitch timber outbuilding
22/02066/FUL	Charlbury House, Woodstock Rd, Charlbury	Demolition of existing dwellinghouse and erection of replacement dwelling with associated outbuildings and landscaping works. Conversion and extension of existing cottage to form pool house with ancillary shower/changing facilities. New stables and indoor riding arena. Repair and extension of field barn.
21/03837/FUL	Green Bank, Dyers Hill, Charlbury	Demolition of existing dwelling and erection of a replacement dwelling with associated car parking and landscaping.
22/00874/LBC	Kerby Cottage, Sheep St, Charlbury	Construction of single storey rear extension. (amended)
APP/D3125/C/22/3304510	Land east of the Slade	Agricultural use to use for storage without planning permission