



Charlbury Town Council

To: all Members of Charlbury Town Council

14th October 2022

Town Council will meet on Wednesday 19th October 2022 at 7.30pm in the Morris Room, The Corner House

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 28th September 2022
5. **Matters arising from the Minutes** (not elsewhere on the agenda)
6. **Finance and Administration**
 - a. To receive Payment schedule and authorise payments (see **Appendix 1**)
 - b. To receive six-month actual vs budget reports
 - c. To authorise bank reconciliations
 - d. To review financial regulations
 - e. To review effectiveness of system of internal control
 - f. Training
7. **Personnel Committee**
 - a. To receive report and recommendations
8. To receive Correspondence (see **Appendix 2**)
9. **Communications/Engagement**
 - a. Charlbury Alerts
 - b. Update on Neighbourhood Policing
 - c. Feedback on street fair (wishing tree)
 - d. To consider holding event for members of all working groups
10. **Community**
 - a. Cost of living summit
11. **Traffic**
 - a. To receive recommendations from Traffic Committee and consider:
 - i. Extension of 20mph speed limit
 - ii. Engagement on installation of traffic calming on The Slade
 - b. Update on promotion of bus services
12. **Amenities**
 - a. **Nine Acres**
 - i. Request to implement a programme of top dressing to be carried out each year over a period of 5 years.
 - ii. To consider playground maintenance at cost of £4,200
 - iii. To consider playground inspection and maintenance programme
13. **Town Maintenance**
 - a. Grass at Kendall Piece and The Green
 - b. To consider purchase of Town Proud high-vis vests
14. **Trustees**
 - a. Corner House and Memorial Hall CIO
 - b. Thomas Gifford Trust

**15. Food Working Group**

- a. To receive report

16. Land & Nature Working Group

- a. To consider proposal for development of a local Nature Recovery Plan
- b. To receive a discussion paper on whether to take over management of verges owned by OCC

All meetings are open to the public

Clerk to the Council
Lisa Wilkinson

Appendix 1

Payment Schedule

a. Payments received:

Greens Funeral Service	Burial fees	£500.00
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b. Accounts for authorisation and payment:

Lisa Wilkinson	Clerk's September salary, allowance & expenses	£1766.53
Nest	Clerk's pension	£109.98
Ubico	Bin emptying	£654.71
Kopyrite	Street fair printing	£161.28
British Legion	Wreath	£25.00
Friends' Meeting House	Land & Nature group meeting room hire	£300.00
Basecamp (September)	Repay Liz Reason	£89.94
PWLB	Loan repayment (DD)	£4027.23
Michael Oliver	Grass cutting Nine Acres	£126.00

c. Charlbury Town Council balances

To 30th September 2022	
Unity Trust Current Account	£108,576.01
Unity Trust Instant Access Account	£20,031.24

Appendix 2

Correspondence

Date received	Sender	Topic
30/9/22	Director of Highways & Operations	National highways and transport (NHT) representative online survey.
30/9/22	Murry Burnett, WODC	Possible redevelopment of Evenlode Close by Cottsway Housing
30/9/22	Resident of Dyers Hill	Tree work (street lighting) scheduled for 12 th October
2/10/22	Shpton-u-Wychwood Parish Councillor	Notification of 'Notice of landowner deposit' posted on Glebe land by the Diocese
3/10/22	Resident of Spelsbury Rd	Concern about delay to implementation of 30mph speed limit on Spelsbury Rd
3/10/22	Charlbury Property Management Company Ltd.	Management of woodland adjacent to Potters Close
4/10/22	Allotment tenant	Complaint about allotment plot
6/10/22	Prospective resident	Query about policy on Neighbourhood Plan

