



To: all Members of Charlbury Town Council

20th January 2023

**Town Council will meet on Wednesday 25th January 2023 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 14th December 2022
5. **Matters arising from the Minutes** (not elsewhere on the agenda)
6. Report from West Oxfordshire District Council and Oxfordshire County Council
7. **Finance and Administration**
 - a. To receive payment schedule and authorise payments (see **Appendix 1**)
 - b. To receive bank reconciliations
 - c. To receive actual vs budget report
 - d. Training
 - i. OALC Green/Sustainability Day 24th March 2023
8. **Town Maintenance**
 - a. To consider grass cutting schedule at Ticknell Piece
 - b. Graffiti and bus shelter maintenance
 - c. Bridleway fingerpost on The Playing Close
9. **Correspondence** (see **Appendix 2**)
10. **Community**
 - a. Potential funding for a further defibrillator
11. **Building**
 - a. Update on Home Comforts project
12. **Communication/Engagement**
 - a. Proposed action plan for community engagement
13. **Amenities**
 - a. **Nine Acres**
 - i. To receive report
 - b. Ticknell Piece land
 - i. To consider rent of field at Ticknell Piece at peppercorn rent plus legal fees
14. **Journeys**
 - a. To receive report
 - b. To resolve to print posters advertising e-bike
 - c. To resolve to print posters for bus stops
15. **Land and Nature**
 - a. To receive report

All meetings are open to the public.

Clerk to the Council
Lisa Wilkinson



Appendix 1

Payment Schedule

a. Payments received:

Charlbury Bowls Club	Quarterly rent	£77.25
Charlbury resident	Burial fee	£300.00
Banbury Memorials	Memorial fee	£150.00
FCC Communities	Funding for playground equipment	£12,297

b. Accounts for authorisation and payment:

Lisa Wilkinson	Clerk's January salary, allowance & expenses	£1936.93
Nest	Clerk's pension	£129.10
William Smith	Signposts – station directions	£1,288.39
Basecamp (repay L Reason)	Monthly payment	£81.60
Corner House & WMH CIO	Room hire January	£55.00
HMRC	Q3 Income tax (paid December to avoid late payment fees)	£2299.78
Castle Water	Cemetery water bill (paid 3/1/23)	£117.07
Friends Meeting House	Room hire for Land & Nature Group	£240.00
BT	Final phone/broadband bill	£42.66
Trevor Stewart	Installation of play equipment	£6,098.40
Breakthrough Training	Data Protection training	£36.00
Kompan	Repairs to Nine Acres play equipment	£3562.39
All Together in Charlbury	Ad hoc grant	£250.00
Robot Shop (repay G Harrison)	Sensors for Evenlode – Hydro-electric Feasibility Study	£148.88
Public Works Loan	Loan repayment	£2,182.84
Zurich Municipal	Local Council Insurance renewal	£7,040.94

c. Charlbury Town Council balances

To 31st December 2022	
Unity Trust Current Account	£68,488.55
Unity Trust Instant Access Account	£20,096.16

Appendix 2

Correspondence

Date received	Sender	Topic
20/12/2022	Tree Officer OCC	Planting of one tree in the parish
21/12/2022	Legal Services, WODC	Removal of ACV on The Bell from register
2/1/2023	Polly Blok	Request for facilities for older girls at Nine Acres
9/1/2023	Resident	Suggested permissive footpath
13/1/2023	Resident Mill Lane	Flowerbed outside Greenbank
18/1/23	Neil Packenham-Walsh	Metal detecting at Riverside
18/1/23	Friends of West Oxfordshire Cotswolds	Follow-up letter to planning meeting
18/1/23	Cotswold National Landscape	Primary school field trip to Millfield

