



To: all Members of Charlbury Town Council

21st April 2023

**Town Council will meet on Wednesday 26th April 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 29th March 2023 and Annual Parish Meeting minutes dated 21st April
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 authorise accounts for financial year 2022-2023
7. **Food Working Group**
 - a. Update on arrangements for Charlbury Market
8. **Town Maintenance**
9. **Correspondence** (see **Appendix 2**)
10. **Building Working Group**
 - a. Report on permitted development rights meeting with WODC Climate Change team and officers
11. **Community**
 - a. Feedback on Annual Parish Meeting
 - b. Proposal for partnership scheme with Slatyne, Ukraine
12. **Engagement/Communication**
 - a. Update on Big Lunch arrangements
13. **Amenities**
 - a. **Cemetery**
 - i. To review burial and memorial fees from May 2023
 - b. **Nine Acres**
 - i. Benches
 - c. **Ticknell Piece**
 - i. Update on skateboard workshops
 - d. **Bowls Club**
 - i. Update on proposed planting scheme for bowls club car park
 - e. **Allotments**
 - i. To receive allotment report
16. **Reports from charities**
 - i. To receive Thomas Gifford Trust report
 - ii. To receive Corner House CIO report

All meetings are open to the public.

Clerk to the Council
Lisa Wilkinson



Appendix 1 Payment Schedule

a. Payments received:

Allotment tenants	Allotment rents	£255.00
S R Childs Funeral Director	Burial fees	£500.00
Resident	Burial fee	£600.00
WODC	Precept	£64,176.00
A L Soles	Burial fee	£450.00
Residents	Skateboarding	£50.00

b. Accounts for authorisation and payment:

Lisa Wilkinson	Clerk's April salary, allowance & expenses	£2,090.28
Nest	Clerk's pension	£139.49
Viking Direct	Stationery	£97.19
Basecamp (Multipay card)	Annual payment	£809.40
Corner House & WMH CIO	April room hire	£114.00
Cotswold Frames	Honoured Citizen Award certificate framing	£174.00
Cotswold Cheese Company	APM refreshments (multipay card)	£76.15
Burford Garden Centre	APM refreshments (multipay card)	£90.00
Tesco's	APM refreshments (multipay card)	£42.45
Oxfordshire Association of Local Councils	Training for clerk	£180.00
Chipping Norton Event Hire	Equipment hire for Big Lunch	£151.80
Kopyrite	Printing Open Homes event posters	£90.60
Kopyrite	APM printing	£348.40
Rural Market Town Group	Annual membership	£116.40
Rob Jackson	Mill Field cut	£200.00

c. Charlbury Town Council balances

To 31st March	
Unity Trust Current Account	£20,190.47
Unity Trust Instant Access Account	£36,192.92
PWLB Loan outstanding balances:	
Extension to sports pavillion	£58,387.73
Extension to cemetery	£5,887.70
External works to community centre	£99,670.34

Appendix 2 Correspondence

Date received	Sender	Topic
30/3/23	Resident	Pedestrian safety on Banbury Hill
26/3/23	Visitor to cemetery	Cemetery access
20/4/23	Ticknell Piece resident	Concerns re parking
13/4/23	Resident	Holiday let legislation
3/4/23	Resident The Slade	SID
30/03/2023	Resident of Park St	Traffic on Park St

