



To: all Members of Charlbury Town Council

17th November 2023

**The Meeting of the Town Council
will be held on Wednesday 22nd November 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 18th October 2023
5. **Matters arising from the Minutes** (not elsewhere on the agenda)
6. **Report from Oxfordshire County Council**
7. **Report from West Oxfordshire District Council**
8. **Finance and Administration**
 - a. To receive payment schedule and authorise payments (see **Appendix 1**)
 - b. To pass a resolution to sign up to the Civility and Respect pledge
 - c. To receive budget recommendation from Finance Committee for financial year 2024-2025
9. **Personnel Committee**
 - a. To receive report and consider recommendation
10. **Traffic**
 - a. To consider purchase of 'NO PARKING' sign on Browns Lane at the cost of £30
 - b. To consider request from Speedwatch co-ordinator to purchase four speed camera symbol signs at the cost of £170.00
11. **Journeys**
 - a. Update on Local Cycling and Walking Infrastructure Plan
12. **Amenities**
 - a. Mill Field
 - i. Proposal to put in bridge between Watery Lane and Mill Field
 - ii. To consider requesting renewal of Evenlode Trust licence
 - b. Allotments
 - i. WODC proposal to terminate Evenlode Close allotment agreement
 - c. Cemetery
 - i. Request to place plaque on refurbished bench
13. **Town Maintenance**
 - a. To consider request from Gardening Society to plant bulbs
14. **Nine Acres**
15. **Community**
 - a. Update on Charlbury Youth Council
 - b. Duke of Edinburgh Award
16. **Engagement**
 - a. To agree printing further Winter Support leaflets at the cost of £45
 - b. To consider proposal that this Council adopts White Ribbon Day / International Day for the Elimination of Violence Against Women and becomes an accredited White Ribbon organisation.
17. **Correspondence**

All meetings are open to the public.

Clerk to the Council
Lisa Wilkinson



Appendix 1 Payment Schedule

a. Payments received:

HMRC	VAT refund Quarter 2 2023-2024	£2,045
Monumental Masons	Memorial fees	£185.00
Banbury Memorials	Memorial fees	£150.00

b. Payments to be authorised:

Lisa Wilkinson	Clerk's November salary, backdated pay, allowance & expenses	£2974.52
Nest (direct debit)	Clerk's pension	£229.29
Gravity Parks	Skatepark repairs	£2,574.00
Corner House & WMH CIO	November room hire	£83.00
Fasthosts (multipay card)	Email account	£9.34
KeySigns.co.uk (multipay card)	Dogs on leads/dog mess signs x 5	£186.60
Castle Water (direct debit)	Water bill (Cemetery)	£4.09
Castle Water (direct debit)	Water bill (Allotments)	£12.72
Kopyrite	Hedgehog posters	£38.40
Gazebo Spare Parts (Repay Dan Raymond-Barker)	Repair of gazebo	£46.47
Life Education Wessex and Thames Valley	Ad hoc funding	£155.00
SID Signs	Speed Indicator Device	£3450.00
Rob Jackson	Grass cutting at Mill Field (September)	£200.00
Village Farm Contracting	Meadow works at Mill Field	£780.00
SLCC	Practical Compliance for CCTV by Parish, Town and Community Councils	£36.00
Public Works Loan Board (direct debit)	Loan repayment – works to Community Centre	£4,027. 23

c. Charlbury Town Council balances

To 31 st October 2023	
Unity Trust Current Account	£89,494.89
Unity Trust Instant Access Account	£20,442.07