



To: all Members of Charlbury Town Council

8th December 2023

The Meeting of the Town Council
will be held on Wednesday 13th December 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 22nd November 2023 and minutes from the Precept meeting dated 6th December 2023
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 agree Local Council insurance provider
 - c. To agree meeting dates for calendar year 2024
 - d. To consider request for ad hoc funding from Charlbury Guides
7. **Food**
 - a. To receive proposal for the co-ordination of Charlbury market for 2024
8. **Traffic**
 - a. To consider increase of agreed budget by £72.28 in order to purchase two Community Speedwatch signs
 - b. To agree cost of repair to the Speed Indicator Device
 - c. To agree purchase of alternative Speed Indicator Device to the previously agreed one.
9. **Amenities**
 - a. Mill Field
 - i. To consider quotes for river clearance and award contract and agree virement to enable this work to be undertaken
 - b. Allotments
 - i. To consider WODC proposal to terminate Evenlode Close allotment agreement
 - c. Skate park
 - i. To consider skate park survey results and agree course of action
 - ii. To agree virement in order to carry out maintenance work at skate park
 - iii. If virement agreed, to consider acceptance of quote to cut back trees/hedges
10. **Nine Acres**
11. **Community**
 - a. Update on Charlbury Youth Council
 - b. Commemoration of 1924 Beating the Bounds Drowning Tragedy
 - c. To consider support of Charlbury Youth Ambassador programme
 - d. Walkers are Welcome relaunch
12. **Land and Nature**
 - a. To receive report
13. **Correspondence**

All meetings are open to the public.

Clerk to the Council
Lisa Wilkinson



Appendix 1 Payment Schedule

a. Payments received:

None

b. Payments to be authorised:

Lisa Wilkinson	Clerk's December salary, allowance & expenses	£2,178.22
Nest (direct debit)	Clerk's pension	£150.71
HMRC	Employer contributions Quarter 3	£2,793.36
Kopyrite	Printing Winter Support leaflets additional prints	£45.00
Corner House & WMH CIO	December room hire	£75.00
Fasthosts (multipay card)	Email account	£9.34
Cotswold Landscaping	July-September grass cutting, tree/hedge cutting at Nine Acres	£4,668.00
SSP Direct (multipay card)	Waiting prohibited at any time sign	£30.96
Castle Water	Cemetery Water supply	£4.73

c. Charlbury Town Council balances

To 30 th November 2023	
Unity Trust Current Account	£81,757.51
Unity Trust Instant Access Account	£20,442.07