



To: all Members of Charlbury Town Council

17th January 2025

**The Meeting of the Town Council
will be held on Wednesday 22nd January 2025 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 to include co-option of councillor**
4. **To receive minutes from the Town Council meeting dated 11th December 2024**
5. **Finance and Administration**
 - a. To receive payment schedule and authorise payments (see **Appendix 1**)
 - b. To authorise quarterly bank reconciliation
 - c. To receive actual versus budget report
 - d. To receive recommendation from Strategy Working Group for priorities for this Council
6. **Amenities**
 - a. **Mill Field**
 - i. To consider proposal for river restoration on stretch of river Evenlode
7. **Town Maintenance**
 - a. To consider request to remove Five Ways bus shelter
8. **Engagement**
 - a. To agree cost of printing annual survey leaflets
9. **Land and Nature Group**
 - a. To receive feedback on Year of Nature Recovery Launch Party
10. **Infrastructure Development Plan (IDP)**
 - a. To consider adopting revisions to the IDP
11. **Community**
 - a. To consider current dark skies policy
 - b. To consider appointment of Arthur Sinclair as a Thomas Gifford Trust Trustee
12. **Correspondence**

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
Peter Smith & Son Funeral Director	Cemetery fees	£350.00
A.L. Sole & Son	Cemetery fees	£250.00

b. Payments to be authorised:

Unity Trust:		
Lisa Wilkinson	Clerk's January salary, allowance, pension & expenses	£2,480.73
Charlbury Christmas Trees	Christmas Tree outside Charlbury Museum	£58.00
Michael Oliver	Remedial work at Nine Acres	£1128.00
Blueprint Imaging	Printing of maps for Walkers are Welcome	£264.00
Creative Gravy	Design of interpretation boards	£600.00
Corner House & WMH CIO	January room hire	£115.00
Kopyrite	Nature Recovery flyers	£40.00
Castle Water	Allotment water supply (direct debit)	£23.59
Castle Water	Cemetery water supply (direct debit)	£5.56
Zurich Municipal	Town Council insurance (long term agreement)	£2,694.52
Externiture	Replacement panels at bus shelter (Enstone Rd)	£1,075.68
Online Playgrounds	Tractor steering wheel at Nine Acres	£16.80
Online Playgrounds	New swing at Nine Acres	£5,061.60
Evenlode Landscaping	Pruning hedges at skate park	£500.00
Lloyds Commercial card:		
Fasthosts	Email hosting	£2.40
Basecamp	Monthly subscription	£95.13

c. Charlbury Town Council balances

To 31st December 2024	
Unity Trust Current Account	£6,418.49
Unity Trust Instant Access Account	£127,855.63