

Meeting of Charlbury Town Council held on Wednesday 25th July 2018
at 7.30pm in the Corner House.

Members Present: Mr P Kenrick (Chairman), Mr R N Potter, Mr V Hill, Dr A Merry,
Mr P Morgan, Mrs K Broughton, Mr R Prew, Mr R Puttick,
Mr R Fairhurst, Ms L Reason, Mrs J Burroughs.

Apologies: Ms L Leffman, Mrs N Ely.

Mr David Evans addressed those present with regard to OCC's trial of 3 man crews at fire call outs. Charlbury crew have agreed to participate in the trial he said. Mr Evans is a volunteer fire fighter at Charlbury along with others. He believed that this trial would be valuable and believed that the impact would be minimal (currently 4 crew needed to turn out) and may have benefits. The trial would establish such information.

Mr Evans was thanked for his address and the Council's thanks were passed on to all volunteers who do a very good job.

1. To receive the minutes of the last meeting.

Mr Morgan proposed that the minutes be signed as a correct record, this being seconded by Dr Merry and agreed.

2. To deal with matters arising.

N/H Forum. Chairman to report further in August.

Traffic Group; Has met recently and will produce a report in due course.

Wilderness. Mr Potter felt that traffic management off site for set up was generally working well.

School Governor. Mrs Burroughs reported that she is joining the governors in September (Primary School).

Wild Oxon. The Chairman and Ms Reason had attended the conference on bees and biodiversity/meadows etc. Will report back at an appropriate time.

Robert Courts. Response to letter to be circulated. Chairman has sent a follow up letter to which a reply is awaited.

Underspend. Need for further cost information.

Mill Field. Plan to go on website in due course.

Wigwell. Some adjacent resident dumping. Letter to be sent with copy to Town Council.

Grants for works. Some incorrect information has now been rectified. Schemes will follow - footpaths etc.

3. Declaration of Interest.

Mr Kenrick declared an interest in Item 4 as a cheque recipient.

4. To sign orders for payment/receive report.

The Clerk had previously circulated a list of accounts to be paid. He went on to explain these to those present. Mr Potter proposed that the accounts be paid, this being seconded by Mrs Broughton and agreed. Accordingly cheques were signed by three Councillors.

5. To receive a report from the Planning Committee.

Inspector Hookham attended the planning meeting and a useful exchange of information took place. He said that resources were a problem which dictated how police responded to issues raised. He was thanked for his report.

The following plans were considered:

18/01469/FUL Replace existing detached ancillary accommodation at The Gables, 10 Enstone Road.

1. We ask that the proposed design and flat sedum roof be carefully considered in this prominent part of the Conservation Area.
2. There is a significant impact on the existing boundary hedge and trees (Nine Acres recreation ground boundary). There was not a tree survey supplied with the application.
3. Can this go to committee please?
4. We object to this proposal in this prominent part of the Conservation Area.
5. Should there be a condition to ensure that this remains part of the existing dwelling at No 10 if permitted?

18/02119/HHD Formation of new rear access with entrance gates and porous parking surface to rear of the dwelling at 53 Ticknell Piece Road.

1. The application form has been incorrectly completed in terms of new access to the highway. There is a need to establish a new access as this is in fact the purpose of the application.
2. Please consider carefully any neighbour comments.
3. Otherwise no objection.

Woody Lane House - vehicle access/footpath. Need to keep an eye on this to ensure footpath is safe to use.

6. To deal with correspondence.

Phil Shaw, WODC. Re 1 Police House, Hixet Wood. A reply to the Chairman's letter of enquiry has been received. He has written again to seek further clarification and will report back.

Fire Service - Crew proposals. The Town Council supports the experiment. Mr Hayman to receive a letter of support.

James Wright. Town entrance signs. In progress.

Zurich. Tree at Cemetery update noted.

Boward. Duty of Care inspections agreed for Cemetery and Nine Acres on a proposal from Mr Potter seconded Dr Merry. Clerk to arrange.

Mrs Court. Nomination for Citizens Award noted. Scheme to be finalised.

R.B.L. Traffic management plan for Remembrance Parade noted.

7. To receive reports with reference to Charlbury.

County Councillor.

Liz Leffman was unable to be present. Her report was circulated.

District Councillor.

Andy Graham reported on a number of issues.:

- Jeffs Terrace. Bus parking during rail station closure.
- Housing and allocation procedures. Need for a policy re-think.

8. To consider the Neighbourhood Forum.

A report had been circulated by the Chairman. He went through a number of points and the revised timescale. There was some discussion about Homeseeker Plus, the housing allocation system used by WODC and the apparent lack of local connection importance in allocating properties. It was felt that this needed amendment. Andy Graham is dealing with this as our District Councillor. This has relevance for the local plan and housing within the AONB in particular. The Chairman will meet with Mr Graham.

Infrastructure Delivery Plan.

Mr Fairhurst circulated a first draft earlier. The Chairman indicated that this was a necessary part of the Neighbourhood Plan (as an annexe). The document would be useful for future budget planning. Comments to be made prior to the August meeting. Agenda item for August meeting.

9. To consider Planning changes (prior consent).

The Chairman suggested that it would be wise to have a procedure to deal with this as consents were required within 3 weeks.

It was agreed that, if needed, the Clerk would notify all by email or phone of a meeting as required to enable a legal decision (quorate etc.). This was agreed on a proposal from Mrs Burroughs, seconded Mrs Broughton.

10. To consider the August 4th Surgery.

Mr Puttick will conduct assistance being provided by Mr Prew if needed.

11. To adopt GDPR systems.

The papers prepared by the consultant with recommendations had been circulated. Mr Morgan believed that this was excellent work and the consultant, Hannen Beith and the Clerk were thanked.

Mr Morgan proposed adoption as set out, this being seconded by Dr Merry and agreed nem con.

12. Questions to the Chairman.

Mr Morgan. Agenda item for August. To receive a report from the Transparency Working Group.

There being no further business the meeting closed at 9.23pm.

Signed.....
Chairman