



**Minutes of the Meeting of the Town Council  
held on Friday 15<sup>th</sup> November 2024 at 10am  
in the Green Room, Memorial Hall**

**Present: Cllrs:** Liz Reason (in the chair), Arthur Sinclair, Jack Wells, Tony Vettors, Frances Mortimer, **Town Clerk** Lisa Wilkinson

**1. Apologies for Absence** were received from Gary Harrison, Peter Kenrick, Tom Greenwood and Ed Bradbury.

**2. Declarations of Interest:** none were received.

**3. Contributions from members of public**  
None

**4. To award the contract for the design phase of the rock ramp fish pass at Mill Field**

This contract was put out for tender in spring 2024. One tender was received from Fishtek. The tender was not awarded at the time as due to the cost of the project, funding from Defra was applied for. Whilst the Town Council is still waiting to hear from Defra about the funding, Evenlode Catchment Partnership (ECP) has offered to underwrite the project on condition that the project is completed by March 2025..

It was agreed that contact would be made with the landowner on other side of river before the any implementation of this project.

It was **resolved** to accept the funding from ECP and award the contract to Fishtek subject to it being completed by March 2025.

**5. To consider cost of Charlbury Community Works! flyer to be circulated to every household in Charlbury (up to £150)**

This was approved subject to agreement at the Charlbury Community Works! meeting on 18<sup>th</sup> November.

**Meeting closed: 10.30**