



CHARLBURY TOWN COUNCIL

Meeting of Charlbury Town Council held on Wednesday 28th April 2010 at 7.30pm in the Corner House.

Members Present: Mr R N Potter (Chairman), Mr G Miller, Mrs V Pakenham-Walsh, Mr W Hackmann, Mrs H Bessemer-Clark, Mr I Cox, Mr R James, Mr R Prew, M/s L Reason, Mrs N Lethbridge and Mr J Harrison

Apologies: Mrs S Finch Mr N Owen (County Councillor)

Prior to opening the meeting the Chairman referred to the fact that Mr James wife had passed away at Easter and that a condolence message had been sent by the Clerk, on behalf of the Council. A former councillor Mr R Simon had recently died at his home in Essex.

The Boundary Walk will take place on Sunday May 9th at 10.00am starting at The Old Oak, Forest Hill. It is hoped that Police representative will be in attendance on 24th May, hence the meeting will commence at 7.30pm

1. To receive the minutes of the last meeting.

Subject to amendment of the spelling of decisions at page 2 (correct in minute book) Mr Harrison proposed that the minutes be signed as a correct record this being seconded by Mrs Pakenham-Walsh and agreed.

2. To deal with matters arising.

Litter collection around Town at weekend of Riverside Festival. Mr Lightfoot of WODC will reconsider the request for additional emptying of litter bins.

Mill Lane. Work on surface improvement has been completed with financial and practical assistance from three residents.

Web Site. Almost ready to go live. Will be live prior to next meeting. Need to ensure that there is appropriate publicity to ensure that its existence is known.

3. Declaration of Interest

The following interests were declared:-

Mr RN Potter agenda item 4 (Cheque recipient)

Mr I Cox planning application 10/401

Mrs H Bessemer-Clark planning application 10/466-467

Those declaring an interest took no part in discussions or voting and left the room for the specific item.

4. To sign orders for payment / receive report

The accounts due for payment were circulated and explained by the Clerk, including various grants for local groups agreed in the Precept. Mr Hackmann proposed that the accounts be paid this being seconded by Mr Harrison and agreed nem con. Accordingly cheques were signed by three Councillors.

5. To receive a report from the Planning Committee.

The following plans were considered:-

- 10/0401** Single storey side extension to form chiropractor therapy suite at Kimber Cottage, Woodstock RD.
1. Concern is expressed at the likely increase in traffic occasioned by the business premises and we would therefore ask that sight lines at the entrance be improved to aid safe exit onto Woodstock Road at this difficult location
 2. Otherwise no objection
- 10/0419** Permanent change of use to chiropractic clinic at 37a Sheep Street
1. We have no objection
- 10/0466**
0467 Conversion of barn to dwelling. Internal and external alterations, Bell Hotel, Church Street.
1. We have no objection and compliment the applicant on his attention to the detail of the energy performance of the building.
 2. Could the applicant be asked to make provision for bats via boxes or crevices please.
- 10/490** Erect summer house and install windows in first floor side elevation at Galliards Hixet Wood
1. We have no objection
- 10/0493** Erect detached double garage at 1 Woodstock Road
1. we have no objection
- 10/0502**
0503 Alterations to include re roofing, replacing windows and replacement single storey extensions at Baileys Church St.
1. It is regrettable that more has not seemingly been proposed to improve the energy efficiency of the building.
 2. Otherwise no objection
- 10/0513** Erect two storey rear extension and conservatory to side elevation. Insert two dormer windows at front and construct three bay garage at 20 Woodstock Road.

1. We have no objection

10/0522 Convert existing garage to domestic accommodation with first floor extension above at Pound Cottage, Pound Hill.

1. We have no objection

10/0532 Two storey rear extension, alterations to existing front dormers and creation of new vehicular access at 16 Ditchley Road

1. We have no objection

10/0539 Insertion of new kitchen window (to allow extension to time limit of application 05/1231)

1. We have no objection

Planning Results

10/0110 Installation of solar panels at Ivy House, Church Lane

Permitted

10/0114 Enlarge existing front porch and erect extensions at Upper Orchard Pooles Lane.

Permitted

10/0132 Insert two dormer windows to front elevation at 19 Woodstock Rd

Permitted

10/0179 Remove existing garage and conservatory. Erect extensions and new detached garage at 1 Falcon Villas Hundley Way.

Permitted

10/0195 Insertion of dormer window to rear (retrospective) at 16 The Slade

Permitted

10/0204 Increase in roof height to form first floor accommodation with rear dormer windows. Erect front side porch, rear chimney and solar panels at Stonehaven, Crawborough.

Permitted

10/0249 Erect rear extension and glazed link to existing annexe at The Yew Tree, Fishers Lane

Permitted

10/0260 First floor side extension, Chive House, 1 Enstone Road

Permitted

Appeal Decision

Reference 09/1318 enforcement notice
09/1430 application refused

Land at New Barn Farm, Enstone Road

Appeal dismissed. Enforcement period extended to nine months.

6. To deal with Correspondence.

CLPG Mrs Bessemer-Clark may attend AGM and if so will report back.

WODC Licence at Cricket Club. Response made between meetings. No objection.

WODC Reply following submission of LDF comment very brief. Copy given to Mr Breakell

WODC Play Inspection. Council to continue on a proposition from M/s Reason seconded Mr Hackmann and carried

S Moore Letter of thanks for work done by Council and for an informative APM noted.

Audit Date set for 9th July

Steve Andrews Energy audit at Corner House. Need to explore further and ascertain which grants might be available.

ORCC 90th Birthday celebrations noted.

Fields in Trust Information to be sent

Mr Hackmann Cooperative opening hours. Clerk to explore further.

RN Potter Issues for June agenda. Flupac move. Shops in Town centre.

G Miller Green gym possible projects. CTCNCAC may have work in Wigwell. Mr Spicer to be contacted.

7. To consider allotment report

The report was accepted. Most plots, except one in excellent order. Clerk to deal with small issues raised with plot A and Leylandii; plus boundary trees.

8. To receive a report on the Day centre trust

Mrs Lethbridge updated members on the trust and its activities and outlined areas of concern.

9. To consider arrangements for the proposed 'surgeries'.

The following dates had previously been agreed and rooms booked

5th June
3rd July
4th September

Mrs Finch will advertise the event on the website, the Chairman will put an item in the June leaflet and Mr Harrison will prepare posters. A Report on the first event will be taken on the June agenda.

Councillors in attendance:-

JUNE Mrs Finch and M/s Reason
JULY Mrs Lethbridge and Mr Cox
SEPT. Mrs Bessemer-Clark and Mrs Pakenham-Walsh

10. To consider Chairmanship matters

Mrs Bessemer-Clark had prepared a paper which was circulated to members with the minutes and informally discussed at the meeting on 26th April to which Mrs Lethbridge objected as it was not formally an agenda item. The item was discussed at length and it was clear that standing orders cover the processes necessary entirely adequately in that the first business at each annual meeting MUST be the election of a Chairman.

11. To consider Litter

A paper was circulated by Mr Miller. He was thanked for the organisation of litter picking days. After considerable discussion, particularly concerning the encouragement of people behaving responsibly it was agreed that prices for two bins and emptying should be obtained for the skatepark and the discussions should take place with WODC on specific areas of concern.

12. To receive a report from the APM

The meeting took place with a total attendance of 35 including Councillors. Issues raised were considered and action where needed will be taken.

Clerk to consider changes to the format to seek to increase attendance. January Agenda.

13. To consider affordable housing

Progress being made. M/s Reason asked that energy performance standards in the build should be given very serious consideration and priority. This was agreed.

14. To receive reports

a. Cemetery Site for commemorative seat to be agreed
Looking attractive at present

b. Corner House and Memorial Hall. Garden room redecorated and re-carpeted. New tables to be purchased.

c. Mill Field, Watery Lane and Bridges. Mill Lane resurfaced. Meeting with Environment Agency to discuss a fish ladder has been held.

d. Nineacres Pavilion build progressing well. Need to attend to zip wire and safety surface.

e. Quarry Lane and Ticknell Some litter picking needed

f. Wigwell. Nothing to report.

g. Station No report

h. General. List circulated by Mr Miller. Clerk to deal with these matters with relevant bodies.

i School Governor Mr Hackmann updated members on matters at the primary school.

j. Transport 12th May next representatives meeting at OCC

k. Neighbourhood Action Group Report attached to minutes.

There being no further business the meeting closed at 10.05pm.