



CHARLBURY TOWN COUNCIL

Meeting of Charlbury Town Council held on Wednesday 29th July 2009 at 7.30pm in the Corner House.

Members Present: Mr R N Potter (Chairman), Mrs S Finch, Mr J Harrison, Mrs H Bessemer-Clark, Mrs N Lethbridge, Mr R James, Mr. R Prew, Mr W Hackmann, Mr I Cox, Mrs V Pakenham-Walsh and Ms L Reason.

Apologies: Mr G Miller.

Prior to opening the meeting the Chairman reported as following:-

The Clerk and his wife had attended a garden party at Buckingham Palace on 14th July to recognise 30 years service to the Council.

A meeting of principal charity chairmen had taken place on 20th July where the purpose, aims and current plans of each were discussed. The purpose overall being to ensure that each Charity is aware of others in the Town and to seek to avoid clashes in seeking finance but also to promote idea exchange and support. Three members of Council were present M/s Reason (Gifford) Mr Prew (Museum) and Mr Harrison (Fire Brigade Fund). The Clerk acted as chairman/facilitator. When available aims/objectives to be circulated.

The Gifford Charity held a very successful public meeting on 10th July and Mr Jones, the Chairman, has been invited to the September Council meeting (Planning) to update members.

1. To receive the minutes of the last meeting.

Mr Hackmann proposed that the minutes be signed as a correct record, this being seconded by Mrs Finch and agreed.

2. To deal with matters arising.

Cornbury Festival. No complaints received by this Council. One email congratulating the organisers on the improved traffic management in Park St/ N.Lodge area had been received and passed to the organisers.

Other matters are agenda items.

3. Declaration of Interest

There were none

4. To sign orders for payment / receive report.

The accounts due for payment were circulated and explained. Mr Hackmann proposed that the accounts be paid this being seconded by Mr Cox and agreed. Accordingly cheques were signed by three Councillors.

5. To receive a report from the Planning Committee.

The following plans were considered:-

09/0710 Signage at the Coop Enstone Rd.

Mr Westerman had recently (27th July) addressed Council, with Miss D Brodie on the subject of revisions to permitted development and had discussed the decision process on a number of previous applications of concern which included the above.

He reported that since the Council was invited to comment (June) the applicant had presented an amendment to the drawing proposed.

This had not been subject of further consultation but if comments were received prior to the Uplands meeting on 3rd August concerns would be reported to committee. Accordingly the following comments were agreed:-

1. The Town Council endorses its original comments and strongly objects to the changes made by the applicant.
2. The Council asks that all three signs proposed be reduced in size and the shape modified to match those existing (i.e. round with the dimensions not exceeding those of the signs currently in place)
3. Two photographs are attached which demonstrate the objections raised and we ask that those be shown to committee side by side to enable a comparison to be made.
4. Any white background to be of a muted tone not stark white as shown.

09/738 Alterations and insertion of windows, door and roof light at Small Acres Ditchley Rd

1. We have no objections

09/0780 Demolition of existing pavilion and two temporary buildings at Nine Acres recreation ground.

1. The applicant is in fact Charlbury Town Council via its Clerk
2. We have no objection.

09/843 Erect two storey side and single storey rear extensions at 21 Ditchley Rd

1. We have no objection and view this as an improvement to the existing property
2. We ask that appropriate insulation be applied to the new external walls and other walls as necessary. (i.e. that the opportunity be taken to increase the energy efficiency of the property reflecting modern standards).

- 09/856** Two storey and single storey extensions at Longholme Market St.
1. We have no objection
- 09/858**
859 Alterations, replace flat roof with pitched roof, insert double doors at St Diumas House Park Street.
1. We have no objections.
- 09/897** Replace garage and single storey rear extension at 5 Enstone Rd,
1. We have no objection
- 09/908** Alterations to enclose balcony at 26 The Playing Close
1. We have no objection but ask that existing walls are adequately insulated.
- R.3.0125/09** Extension of temporary consent at Dean Pit
Reply from OCC acknowledging comments which will be reported to the committee on 14th September.

Decisions

- 09/586** Alterations to application 08/1839 land adj. Florence Corner (Erect detached dwelling)
Permitted
- 09/660** Alterations/extensions to create two dwellings at Stonehaven Crawborough
Permitted
- 09/665** Non compliance with condition 2 of permission 08/1595 to allow use of alternative materials at Grammar School Cottage Park St.
Permitted
- 09/704** Alterations, insert new windows and doors at the Primary School Crawborough
Permitted

Tree Works

- | | |
|--------------------------|----------------------------|
| Fell one willow | 45 The Green |
| Fell two Leyland Cypress | Bay Tree Cottage, Sturt St |
| Fell two sycamore | Hopkins Yard Market St. |
| Fell one ash | 17 The Green |
| Fell one sycamore | 10 Ditchley Rd |
| Reduce one ash by 20% | |

Planning Portal The Clerk reported that there is a web site where details of the portal can be reviewed. The planned invitation to address members on the matter had been somewhat superseded by the Chairman logging this Council's interest with OALC as a potential 'guinea pig' for a trial when funding is secured by OALC.

6. To deal with Correspondence.

WODC Swine Flu information. Mrs Finch to publish on web site

OCC Changes to speed limit. Info to be placed on web site to inform residents of the proposal.

Following much discussion it was agreed that it was sensible to extend the 30 limit on Woodstock Rd to Halcyon Honey Farm but that other changes proposed are pointless if as in the case of Woodstock Rd they are not enforced. Letter to ask why and making above points to be sent.

OCC Spendlove Footpath Diversion. Reply noted. May be part of the planning process for the Community Centre.

Network Rail Meeting re footbridge etc 24th August 7.30pm

Land Registry Registering of Council land in progress.

7. To consider Chairmanship and Procedures

Following the circulation of a paper in May it was agreed that there should be the following changes to procedures:-

1. Reports to be sent to Clerk by Wednesday preceding a meeting to enable inclusion in the papers. Circulated with agenda
2. To hold strategic / reflective meetings twice per year.
3. To include a Clerks actions report as a standing agenda item.

8. To receive reports with reference to Charlbury

a. County Councillor:- Mr Owen reported as follows:

1. He was in dialogue with Paul Wilson with respect to the state of the highways in Charlbury. He is personally undertaking an audit in Charlbury.
2. Clerk and County Councillor to copy in each other on correspondence.
3. Weeds budget no longer exists – hopes to get Probation Service to undertake if scheme is suitable.
4. Will enquire about grass clippings in road when OCC contractor cuts verges and will also take up Market St footpath issues.

b. District Councillors:- Mrs Chadwick reported as follows:

1. Review of officer sharing (Chief Exec.) with Cotswold DC.
2. Cabinet agree £30k grant to Pavilion rebuilding.
3. To take up issues of litter outside fast food premises.

Mr Breakell reported as follows:-

1. Meeting with Planning officers, Town Council and Conservation Cttee was useful.
2. New Barn Farm enforcement action has been recommended
3. To take up a request from Mr James that information be sent, with approved application, including information on energy efficiency grants etc and how to improve such matters as an automotive process.

9. To appoint a Trustee to the Gifford Charity

Mr Hackmann, one of three Council nominees, has reached the end of his term of office.

Mr Prew proposed that Mr Hackmann be this Councils nominee being seconded by Mr James and carried nem con

Letter to be sent to the Trust Chairman.

10. To consider affordable housing

The Chairman reported that two exploratory meetings had been held. This had resulted in the following:-

1. Existing housing need to be circulated i.e. update of the last survey. This will be published on the web site and by posters.
2. Preliminary sketches to be prepared based on the need identified.
3. Extra care housing. A site in West Oxon is required. This should be kept in mind though unlikely to be permitted on an exemption site.

11. To consider a web-site proposal

A paper has been circulated with a date for comments to be received by the Clerk. August agenda item.

12. To appoint a representative to the Primary School Governing body

Mr James proposed Mr W Hackmann fill the vacancy created by Mrs Epps standing down, this being seconded by Mrs Bessemer-Clark and carried nem con. Letter of thanks for her service to Mrs Epps.

There being no further business the meeting closed at 9.18pm.