



CHARLBURY TOWN COUNCIL

Annual Meeting of Charlbury Town Council held on Wednesday 20th May 2009 at 7.30pm in the Corner House.

Members Present: Mr R N Potter, Mr J Harrison, Mrs S Finch, Mrs H Bessemer-Clark, Mr R Prew, Mr I Cox, Mrs V Pakenham-Walsh, Mr G Miller and Mr R James

Apologies: M/s L Reason, Mrs N Lethbridge and Mr W Hackmann

1. To elect a Chairman

As the retiring Chairman Mr R N Potter took the Chair and asked for nominations for Chairman .

Mr Prew proposed Mr Potter this being seconded by Mrs Finch. Mr Potter was elected unanimously.

2. To elect a Vice-Chairman

Mrs Finch proposed Mr Harrison this being seconded by Mrs Pakenham-Walsh and agreed unanimously.

3. To Elect Committees

- a. Finance. Chairman, Vice Chairman, Mrs Bessemer-Clark, Mr Hackmann, Mrs Finch and Mrs Pakenham-Walsh
- b. Planning and Correspondence Whole Council.
- c. Traffic. Chairman, Vice Chairman, Mrs Lethbridge, Mr Hackmann and Mrs Pakenham-Walsh
- d. Affordable Housing Whole Council.
- e. Allotments Chairman, Vice Chairman, Mr James and Mrs Pakenham-Walsh
- f. Street Lighting. Chairman, Mr James, Mrs Lethbridge and Mr Miller

The above were proposed by Mr Miller seconded Mrs Bessemer-Clark and carried nem con.

4. Election of Representatives

- a) Corner House and Memorial Hall – Mrs Bessemer-Clark and Mrs Pakenham-Walsh
- b) Conservation Area Advisory Committee - Mr James and Mr Miller
- c) Nature Conservation Advisory Committee – Mr Harrison and Mrs Lethbridge
- d) Nineacres Management Committee – Mrs Lethbridge and Mr Cox
- e) Friends of Charlbury Library – Mrs Pakenham-Walsh (if necessary)

- f) Waste Action Group – Ms Reason
- g) Chipping Norton School Trust Fund. – Mr Harrison
- h) Day Centre Representative – Mrs Lethbridge
- i) Primary School Governor – Mrs Bessemer-Clark interim only
- j) Centenary Wood Cttee – Mr Potter
- k) Street Fair Cttee – Mrs Finch
- l) Parish Transport Representative – Mrs Bessemer-Clark

The above were proposed by Mr Miller seconded by Mrs Finch and agreed nem con

5. Allocation of Reports

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| a. Cemetery | Mrs Lethbridge |
| b. Corner House / Mem Hall | Mrs Bessemer-Clark and Mrs Pakenham-Walsh |
| c. Mill Field /Watery Lane and Bridges | Mr Harrison and Mr James |
| d. Nineacres | Mrs Lethbridge and Mr Cox |
| e. Quarry Lane / Ticknell | Mr James |
| f. Wigwell | Mr Harrison and Mrs Lethbridge |
| g. Town Council Report (Author) | Mrs Lethbridge |
| h. General | Mr Miller |
| i. Station Transport Representative | Mrs Finch |
| j. Transport | Mrs Bessemer-Clark |
| k. Neighbourhood Action Group | Mrs Pakenham-Walsh |

The above were proposed by Mr Harrison seconded by Mrs Finch and agreed nem con.

6. To confirm Councils retention of Standing Orders

Mr James sought to raise the possibility of adding a time limit for the period which a Chairman could serve consecutively and suggested that four years would seem appropriate.

There was some discussion on the matter and the Clerk reported that under the Local Government Act there was no provision for this and that the Act required that the first business of each annual meeting was to elect a Chairman and therefore the provision effectively existed to change the Chairman at a frequency determined by the members at each succeeding annual meeting. (This had been checked with colleagues at WODC).

Mr Prew proposed that standing orders as per the model NALC Scheme remain this being seconded by Mr James and agreed **nem** con.

7. To confirm Councils Bankers

Following a question at the Annual Parish meeting concerning ethical banking the Clerk had made some enquiries. It was generally believed that the Coop Bank (based in Oxford) had such a policy but was difficult to access from Charlbury. The Clerk reported that Barclays remains entirely satisfactory and that a good working relationship had been developed.

Mr Prew proposed that Barclays remain the Councils bankers this being seconded by Mrs Finch and agreed.

8. To receive the minutes of the last meeting

There were a number of minor amendments made to the minutes at item 6 which should read Rochester rather than Marlborough Place.

Mr Prew **then** proposed that these be signed as a correct record seconded by Mr Harrison and agreed.

9. To deal with matters arising

Boundary Walk The Chairman reported that this had taken place successfully and that there were some ten walkers participating. Thanks to be expressed to Mr Graeme, the walk leader and Mr and Mrs Hobil for hospitality at Model Farm.

Cemetery Trees Contractor to be requested to report and quote for work needed.

Cornbury Traffic issues at Festival Date to be agreed shortly. Ms Pakenham-Walsh to participate in discussion.

Salt Bins Draft locations to be discussed with Clerk.

Dyers Hill Traffic Meeting date to be agreed by OCC

Charity Meeting To be arranged.

Corner House Flag Mrs Pakenham-Walsh reported that she had raised the matter at a Corner House Committee meeting and it was felt that the Town Council should arrange this with the Caretaker perhaps.

Website Proposals for June agenda

Chairmanship and Procedure Documents issued for consideration before the next meeting. Item for June agenda.

10. Declaration of Interest

Plan 09/0586 – Mr Cox was not present at the planning meeting at which a plan for a new house for himself and his family was discussed. He had no part in the discussion. Mr Potter declared an interest in agenda item 11 as a cheque recipient.

11. To sign orders for payment

The accounts due for payment and list of grants agreed in the Precept was circulated and explained. Mr Prew proposed that the accounts be paid this being seconded by Mr James and agreed. Accordingly cheques were signed by three Councillors.

12. To receive a report from the Planning Committee.

It was noted that WODC uplands planning committee would undertake a site visit to view the Church proposal for ashes interment on 28th May with a report then going to the meeting on June 1st.

The following plans were considered:-

09/0520 Construction of porch at 22 Woodfield Drive

1. We have no objection

09/0586 Alterations to application 08/1839 (Erection of detached dwelling) Land adj. Florence Corner, Fishers Lane.

1. We have no objection

Planning Results

08/1873 Redevelopment of site to include partial removal of some existing buildings and erection of new single and two storey units for light industrial use. Erection of two storey side extension to nursery, formation of new access road and associated parking areas at Matthews and Wilson, Forest Road

Permitted

09/0292 Removal of condition 5 of permission 06/2064 to allow the stable and workshop building to be used for purposes in connection with the approved use of the site as riding stables. (Retrospective)

Permitted

Tree Works Fell one Robinia, one conifer and one Cherry at 13 Sandford Park
Fell one fir tree at 2 Sandford Rise
Fell one Silver Birch at Blenheim Cottage, The Slade
Fell one Ash, one Horse Chestnut, one Cherry and one Sycamore at 6 Quern Lane
Reduce one Robinia by 25% at BT Exchange Lees Heights

13. To deal with Correspondence.

OCC Local Primary School Revenue and Primary Capital programme update. Meeting at Carterton 11th June. Mrs Epps and Mrs Bessemer-Clark to attend.

OCC Cycle lane proposal Browns Lane. Deputy Area Engineer not in favour and the proposal does not accord with the current one-way order. Copy to Mr Collett.

Mrs Moore To be thanked for her letter reference APM.

OALC AGM Chairman to attend

Cornbury Liaison to be maintained.

14. To hear the remarks of the County and District Councillors with reference to Charlbury

Following full reports to the APM there was nothing to add.

15. To consider Affordable Housing

Meeting is to be arranged.

16. To deal with matters raised at the Annual Parish Meeting. (APM)

There were 35 people plus Councillors in attendance.

A list of issues raised was considered. Climate change public meeting – June agenda

There being no further business the meeting closed at 9.15pm.