



# CHARLBURY TOWN COUNCIL

**Meeting of Charlbury Town Council held on Wednesday 28<sup>th</sup>  
January 2009 at 7.30pm in the Corner House.**

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

## **Apologies:**

Prior to opening the meeting the Chairman wished all present a happy New Year and reminded members of the following:

Annual Chairman's reception 11<sup>th</sup> February 7pm

Final flood report has been circulated

Flood issues to March agenda

Corner House committee had requested two signatures for documents which the Chairman and Vice Chairman provided.

## **1. To receive the minutes of the last meeting.**

Mr Miller proposed that the minutes be signed as a correct record this being seconded by Mr James and agreed.

## **2. To deal with matters arising.**

No1 light at Spendlove Car Park. To be reported again to WODC

Tree Inspection February Agenda to decide date of inspection

## **3. Declaration of Interest**

Mr Harrison declared an interest as a cheque recipient and took no part in item 4 of the agenda.

Mrs Lethbridge declared an interest in Planning Application 08/1880 and 08/1881. She left the meeting at which the plans were discussed.

## **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 Mrs Lethbridge and agreed. Accordingly cheques were signed by three Councillors.

## **5. To receive a report from the Planning Committee.**

Mr Stuart Edlington of Cottsway Housing attended the planning meeting on Monday 26<sup>th</sup> January and explained the association plans for providing sheltered housing schemes in the future. He explained that these would be larger schemes, perhaps mixed with other housing on sites of around 2 acres. This may eventually impact on Evenlode Close, although some years away. All residents have been kept informed of these matters. Agenda item for further discussion on February agenda.

The following plans were considered:-

**2008/1873/P/FP** 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. Matthews and Wilson Forest Rd.

1. The observations of near neighbours concerning the need for careful thought to be given to lighting the site are supported
2. Screening of the site combined with general landscape planting needs careful consideration at this important and visible site in the Charlbury Conservation Area and Cotswold AONB.
3. Generally the potential provision of additional employment opportunities is both supported and welcomed.
4. Are there any architectural features of the old gas works building which should be protected or conditioned for retention?
5. Can neighbours letters be considered carefully please.
6. Can the potential increase in traffic movements in the area be given careful consideration.
7. Can this go to committee please.

**08/1880/P/FP** Retention of animal shelters, office, toilet and storage containers for agricultural use. Retention of mobile home for a temporary period of three years (retrospective) at New Barn Farm, Enstone Rd.

1. We deplore retrospective applications.
2. Has an ADAS (or its equivalent report been requested to provide an independent assessment of the need for this proposal in terms of viability and requirements for on site staff.
3. There is no evidence that a CPH number has been allocated to this business.
4. We ask that this application go to committee and that the committee visit the site in order to fully appreciate the actual situation.
5. How is agricultural waste to be disposed of? There is no mention of this important element and requirement.
6. We object to this application because it is considered that insufficient independent evidence has been provided to demonstrate the agricultural need and requirement for an associated dwelling.
7. It is considered, that this application, which is well outside the building envelope, is designed to set a precedent for future development and needs to be given careful consideration in light of previous refusals and the absence of independent ADAS or similar report.
8. The current development has been in place for some time without consent.

9. Approximately 80% of the petition signatories are apparently not local residents.
10. We therefore object to this application
11. Can the application be assessed by a suitably qualified agricultural consultant to ensure that the relevant requirements of PPS7 are met in terms of business yield and stock levels requiring on-site permanent attendance.

**08/1881/P/FP** Erection of agricultural workers dwelling for a temporary period of three years at New Barn Farm Enstone Rd.

1. There insufficient evidence provided to support the need for an agricultural workers dwelling at this site.
2. An ADAS (or equivalent) report should be requested to determine the need for staff accommodation based on the relatively low stock levels held.
3. For the above, and reasons outlined in respect of application 08/1880 we object to this application.
4. Can this go to committee please.
5. Does this proposal satisfy the requirements of PPS7?

**09/0017/P/FP** Change of use of ground floor from office to residential use 3 Park St.

1. We have no objection.

**09/0018/P/FP** Conversion of first floor flat and roof space to create three flats, Alterations to include new external stair case at Fiveways Store Sturt Rd

1. We have no objection.

**09/0079/P/S73** Insertion of louvres to existing floodlights (retrospective) and non-compliance with condition 2 of permission 0333/94 to allow use of floodlights until 10pm Monday to Friday and until 6.30pm on Saturday at Nine Acres Recreation Ground.

1. We are the applicant
2. We deplore retrospective applications
3. The application is supported and needed by users.

### **Planning Results**

**08/1665** Erect new sports pavilion Nine Acres recreation ground

Permitted

**08/1747** Insert rooflights to bathroom (Retrospective) at Shipton House Wychwood Close.

Permitted

- 08/1804** Single storey extension at 7 Kendalls Piece  
Permitted
- 08/1822** Single storey rear extension and front porch at 61 The Green  
Permitted
- 08/1827** Insert window to side elevation at Acsott House Wychwood Close.  
Permitted

### **Appeal Results**

- 08/0513** Redevelopment of existing bungalow into three bed units at Stonehaven, Crawborough  
Appeal dismissed

### **Tree Works**

Pollard one weeping willow at 11 Hill Close

### **6. To deal with Correspondence.**

WODC RoSPA play area reports. Agreed to continue with inspections.

WODC Flood meeting. Meeting to be held at WODC Council offices on February 12<sup>th</sup> at 5.00pm. Chairman, Mr Harrison and Clerk to attend.

WODC Shaping futures. Copy circulated prior to meeting commencing. Agenda item for the future. Date to be agreed in February.

Church Street footway Concern of colour of new surface. Clerk has emailed OCC to check that the same material has been used. Verbal confirmation that it is and will weather, has all that has been received so far.

R Rowland First Great Western Will be available to meet members who wish to speak to him at the Station on 12<sup>th</sup> Feb. from 9.00am – 10.00am

OCC Road Casualty Report Noted

Mr Lawson Xmas Lights September agenda for full consideration. Reply to Mr Lawson accordingly and Mr Carpenter to say that concerns re-colour and uniformity are to be addressed.

Mrs Spicer Cemetery Report Noted

Neighbour Hood Action Group Mrs Pakenham-Walsh presented her notes on the recent meeting. Police will target Anti Social behaviour, Speeding and Parking issues.

Police to be invited to a Council meeting – Feb – April dependant upon availability.

Thames Valley Farmers' Market Dates for 2009 Noted 14<sup>th</sup> March, 13<sup>th</sup> June, 12<sup>th</sup> September and 12<sup>th</sup> December.

Stagecoach Service Change Hope that the company will deliver new timetables.

OCC 20mph Speed limits Currently not being pursued outside Oxford City. City results to be reviewed and then a policy to extend developed.

Riverside Festival Request for use of Mill Field 20<sup>th</sup> and 21<sup>st</sup> June. Use agreed with no charge subject to licence and Council conditions as previously on a proposal from Mr Harrison seconded Mr Hackmann.

Mr Andrews Flood Report (Charlbury) issues and concerns. To be raised at 12<sup>th</sup> February meeting with WODC EA etc.

## **7. To consider fees and charges for 2009/10**

The following charges were agreed on a proposal from Mr Hackmann seconded Mr Miller

Burial associated charges:

Child	£ 15
Person 9+	£ 90
Cremated Remains	£ 70
Reopen existing	£ 90
Exclusive Rights	£195
Headstone / Kerb	£120
Additional Inscription/Vase/Tablet	£ 90
Headstone and Kerb combined	£190

Allotment Rent:

Full Plot	£25
Half Plot	£12.50

## **8. To consider Boundary Walk**

Rogation Sunday is 17<sup>th</sup> May. The boundary walk will commence at 10.00am meeting at the Old Oak, Forest Hill and will be led by Tony Graeme from the Charlbury society. Clerk to seek landowners permission.

## **9. To receive reports with reference to Charlbury**

a. County Councillor:- Mrs S Haffenden reported as follows:

County Council is discussing, with other agencies, a vision for the future to 2030. Two potential incinerator sites are being considered for Sutton Courtenay or Ardley in response to EU requirements to reduce landfill. Power will be generated and fed to the National Grid.

Proposal will be considered by DEFRA and Health Inspectors prior to any licence being granted. Monitoring will take place.

Objective for Council budget is to limit annual increase to a similar level as in the last year.

Decision/debate on 11<sup>th</sup> February.

Mr Harrison expressed concern at the lack of maintenance by OCC in respect of the Home Zone at Sturt /Hughes Close. County Councillor to look into this.

#### b. District Councillors:-

Mrs Chadwick reported as follows – Following Cottsway presentation she will take up her concerns with WODC.

An article is to be placed in the Chronicle to explain WODC recycling policies/destinations.

Mr Breakell reported as follows – A group forum discussing the Local Development Framework has been held at WODC. There are no major proposals for Charlbury at present. However, this is early in the process, further consultations will take place.

### **10. To consider objectives for the Town Centre**

The Chairman briefly outlined previous meetings held to discuss Town Centre issues. The purpose of this discussion was to seek common ground for achieving a thriving Town Centre. The Clerk explained that, following discussion with the Chairman, had set up a meeting date (17<sup>th</sup> February) and alerted potential attendees in an effort to expedite the meeting time scale and avoid lengthy delays in agreeing dates and times. Mrs Pakenham-Walsh expressed concern that she had heard about this meeting from a third party (invitee) and not from the Town Council. Following considerable discussion on who should attend it was agreed that the meeting would be held on 17<sup>th</sup> February in the Corner House at 8.00pm. Two representatives from the Business Community and Cycling group to be invited. Councillors who wished to attend would do so.

### **11. To consider WODC Climate change policy**

The document had previously been circulated to all members.

M/s Reason expressed the view that a lot of issues had not been addressed. Specific carefully considered procedures were needed. There appeared to be a lack of measurable objectives/targets to enable performance to be quantified.

### **12. To consider website content and construction**

The Clerk reported that the agenda and minutes of the Council meetings are now available on the Charlbury website and thanked Mrs Finch and Richard Fairhurst for their assistance in this. A document outlining the possible content of a further site was circulated for comments/discussion at a future meeting.

### **13. To consider traffic issues – Thames St. and Dyers Hill**

Mrs Lethbridge introduced the concerns that she and others had with problems in this part of Charlbury particularly with the passage of larger vehicles through streets not designed for that purpose. Photographs were produced to demonstrate the type of problem. There appears to be a lack of cooperation/ understanding between the OCC and Police in relation to the need for weight limits to alleviate the problem.

It was agreed that a letter and photographs should be sent to OCC and when the Council meet Police to discuss issues of parking and obstruction at this location.

#### **14. To receive a report on the affordable housing meeting**

The meeting held on 15<sup>th</sup> January explored a number of potential sites which might satisfy the description of an exception site. A sample letter to be sent to two landowners by ORCC on behalf of the Town Council was agreed as acceptable. ORCC to send. Developments from this correspondence to be considered when and if replies are received.

There being no further business the meeting closed at 9.50pm.