



# Carterton Town Council

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**Ron Spurs** BSC MA MBA  
Town Clerk

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7 December 2016

Clr Mrs L Little - Chairman  
Clr N Leverton - Vice-Chairman

Clr M Brennan  
Clr R Brooks  
Clr Mrs D V Bulley  
Clr Miss S Coul  
Clr R Crapper  
Clr Mrs C Delaney  
Clr J Hayes  
Clr M McBride  
Clr Mrs M Mead  
Clr D Melvin  
Clr Mrs N Miah  
Clr P Scott  
Clr Mrs S Scott-Stovold  
Clr Mrs C Wilson

## SUMMONS TO ATTEND

You are hereby summoned to attend the Meeting of CARTERTON TOWN **13<sup>th</sup> December 2016 at 7.45pm.**

The Press and Public are welcome to attend this meeting. Questions and statements will be taken from members of the public during the period of time which is designated for public participation in accordance with The Town Council's Standing Order 1(d)

**If you are unable to attend and wish your apologies to be recorded, you must let the Town Clerk know by 5.00 p.m. at the latest on the day of the meeting.**

The Agenda for the meeting is attached

Yours faithfully

**Ron Spurs**  
Town Clerk

## AGENDA

*The meeting will be preceded by a presentation from Mrs Jo Smith concerning the Carterton Children's Centre*

Apologies

- 1 To receive any Declarations of Interest in respect of items on this Agenda as required by the Town Council Code of Conduct. Members are reminded that, in accordance with Town Council's Code of Conduct, they are required to declare any disclosable pecuniary interests or other interests which have not already been declared in the Council's Register of Interests.
- 2 To receive and approve the Minutes of the Town Council Meeting held on 15 November 2016.
- 3 Town Mayor's Announcements
- 4 Clerk's Report - see below.
- 5 Adjournment of 15 Minutes for Members of the Public to raise matters
- 6 Adjournment of 15 Minutes for County Councillors to raise matters
- 7 Minutes of the Planning Committee Meeting of 15 November 2016 for noting
- 8 ICE Centre - Lease of Allandale. See attached report.
- 9 Children's Centre - see attached report.
- 10 IT Upgrade - see attached report.
- 11 Application for Grant Funding - Carterton Community Group - see attached.
- 12 Financial Statement to 30<sup>th</sup> November 2016 – see attached.
- 13 Accounts for Payment for December 2016 – see attached for Approval.
- 14 Public Bodies (Admission to Meetings) Act 1960 - as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the Press and Public are excluded from the Meeting at this point.**
- 15 Complaint by Mr David Richings - see attached report.
- 16 Lease of Streatfield House, 1<sup>st</sup> Floor - see attached report.
- 17 Clerk's Review - see attached report.

## Clerk's Report – 13<sup>th</sup> December 2016

- 1 **1, Streatfield House** - The ground floor tenant is scheduled to complete today. A Heads of Terms Lease for the first floor is an Agenda item. Assuming the first floor lease is agreed and proceeds, the revenue from the property will be in line with the Council's expectations. Once this property is occupied the Council may wish to consider looking for a second property to purchase.
- 2 **Carterton Police Station, Burford Road** - I circulated information to you regarding the likely sale of the police station in the near future. I have received positive replies and no negative ones regarding the flagging of the property as a community asset. This does not commit the Council to purchase the building and land, but it does prevent the sale of the building and land for a six month period when it goes on the market, to give the Council an opportunity to consider whether it may wish to purchase the building and land. I will prepare the necessary paper work and it will come to Council by way of a Report in January 2017 for approval.
- 3 **Christmas Lantern Parade and Lights Switch on** - For the first time the Council had responsibility for marshalling the Lantern Parade and it was incorporated into the Event Plan for the switch on. Thanks to all those Councillors who helped with the Marshalling and in particular to Mr Rich Barnes from the Lions who co-ordinated the procession from the Community College. I have been advised that approximately 3000 people attended the event. There were no incidents and no injuries reported.

In relation to funding for the event, funds were earmarked within the Events budget. Not all the receipts have been received; by the nature of the organisations involved they expect speedy payment. Therefore, I propose to authorise the payments using the Clerk's authority. I will report to you the full amount in January 2017. There were some small learning points from the event which will be discussed at a wash up meeting. I would like to thank the team at the Council who made the event happen.

- 4 **Skate Park** - A meeting was held on 5<sup>th</sup> December 2016 between the contractor and Skate Park users. The users varied in age from young teens to adults in their 30s. The meeting was very constructive and minor design changes were made in accordance with the views held by the group. The final design meets the expectations of the varied age groups and disciplines who will use the park. This was the third consultation meeting to take place. I am preparing a pre construction agreement with the contractor and starting the process of seeking grant funding for the project. Anticipated completion date is spring 2017.

**Ron Spurs**  
**6 December 2016**