

CARTERTON TOWN COUNCIL  
MINUTES OF THE ANNUAL MEETING HELD ON TUESDAY 16 MAY 2006  
AT 7.45 P.M.

Present:	Cllr. Mrs. D.V. Bulley	Cllr. D. King	Cllr. Mrs. L. Walcott
	Cllr R. Crapper	Cllr. Mrs. A. Madden	Cllr. W.O. Walcott
	Cllr. B. Crossland	Cllr. P. Madden	Cllr P.G Wesson
	Cllr. Mrs. M. Crossland	Cllr P. Scott	
	Cllr. L.H. Giles	Cllr. K.W. Stone	
	Cllr. P.J. Handley	Cllr. M. Townsend	

Apologies: Cllr. N. Tully

1 ELECTION OF TOWN MAYOR

IT WAS RESOLVED that Cllr P Scott be elected Town Mayor for the ensuing year. Cllr. Scott signed the Declaration of Acceptance of Office and thanked Council for his appointment. The Mayor thanked the outgoing Mayor and Mayoress, Cllr Crossland and Cllr Mrs Crossland for all that they had done for the town over the last two years.

2 APPOINTMENT OF DEPUTY TOWN MAYOR

IT WAS RESOLVED that Cllr. P Handley be appointed Deputy Mayor for the ensuing year. Cllr. Handley signed the Declaration of Acceptance of Office.

3 MINUTES

The Minutes of the Meeting held on 18 April 2006, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Mayor.

4. MATTERS ARISING

It was noted that David Wilson Homes were in discussion with the Headteacher of St John's School about alternative parking sites while the local centre was being developed. Council queried whether it was legal for WODC and OCC to install double yellow lines on the new estate without following the full procedures. It was agreed that the land to the rear of the leisure centre should be safeguarded in the event of phase 2 of the centre being funded at some point in the future. The Clerk said that she was meeting officers from OCC to discuss the possible closure of Black Bourton Road later that week.

5 TOWN MAYOR'S ANNOUNCEMENTS

The out going Mayor, Cllr Crossland, reported that he and Mrs Crossland had attended an 80<sup>th</sup> Birthday service for HM The Queen, civic dinners at Banbury and Bicester, the opening of the Castle Heritage Project in Oxford, the opening of the Save the Children May Day Fair and the Town Council's St George's Day Charity Dinner at the Officers Mess, RAF Brize Norton. Cllr and Cllr Mrs Crossland had awarded the prizes for the St George's Day Colouring Competition and Cllr Crossland had given an interview on Radio Oxford about the possible closure of Black Bourton Road.

6 DECLARATIONS OF INTEREST

Cllrs Handley, Stone and Walcott declared an interest in Item 11 (Planning) by virtue of their membership of the District Planning Committee. Cllr Scott declared an interest in planning

application 21/2006. Cllrs Crossland and Mrs Crossland declared an interest in Item 15 (St George's Day Dinner) and Cllr Walcott declared an interest in Clerk's Report (Item 10.1) by virtue of his membership of the Licensing Committee.

#### 7 APPOINTMENT OF COMMITTEES 2006/2007

IT WAS RESOLVED that the following Committees be appointed:-

##### ADMINISTRATION COMMITTEE

Quorum 5

Councillors B. Crossland, L.H. Giles, P. Madden, P. Scott, K.W. Stone, M. Townsend, Mrs L. Walcott and W.O. Walcott.

##### POLICY COMMITTEE

Quorum 5

Councillors Mrs D. Bulley, R Crapper, B. Crossland, Mrs M. Crossland, L.H. Giles, P.J. Handley, D. King, Mrs A Madden, P. Madden, P Scott, K.W. Stone, M. Townsend, N. Tully and P. Wesson.

##### RECREATION COMMITTEE

Quorum 5

Councillors Mrs. D.V. Bulley, R Crapper, B. Crossland, Mrs M. Crossland, L.H. Giles, D. King, Mrs. A. Madden, K.W. Stone, M. Townsend, N. Tully and P.G. Wesson.

##### PLANNING COMMITTEE

Quorum 5

Councillors Mrs D Bulley, B Crossland, Mrs M Crossland, L Giles, P J Handley, Mrs A Madden, P Madden and M Townsend.

##### TRAFFIC ADVISORY COMMITTEE

Carterton Town Council Representatives:

Councillors Mrs D Bulley, L Giles, P Madden and P Wesson.

#### 8 APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES 2006/07

IT WAS RESOLVED to make the following appointments:-

Remembrance Day Observance (Royal British Legion)	Councillor Mrs. D.V. Bulley
Allotments Association	Councillor Mrs L. Walcott Councillor W.O. Walcott
Squash Club Committee	Councillor D King
Village Hall Management Committee	Councillor P. Madden
Oxfordshire Association of Local Councils	Councillor K.W. Stone

Citizens Advice Bureau, Witney  
Carterton Advice & Neighbourhood Centre

Councillor W O Walcott  
Councillor P. Wesson

Carterton Area Youth Management Committee

Councillor Mrs M Crossland  
Councillor P Wesson

#### 9. ADJOURNMENT FOR PUBLIC TO RAISE MATTERS

A resident had asked for the Council to consider moving the bus shelter in Brize Norton Road. It was agreed that this be considered at the June meeting of the Administration Committee.

#### 10. CLERK'S REPORT

The Clerk's Report, copies of which had previously been circulated, was received. The decisions taken on the Report are recorded at Annex 'A' below.

#### 11. PLANNING COMMITTEE

Council received the Minutes of the meetings of the Planning Committee held on 18 April and 2 May 2006. These were noted.

#### 12. POLICY COMMITTEE

Council received the Minutes of the meeting of the Policy Committee held on 2 May 2006.

RESOLVED to accept the minutes of the Policy Committee.

#### 13. TRAFFIC ADVISORY COMMITTEE

Council received the Minutes of the meeting of the Traffic Advisory Committee held on 24 April 2006. It was noted that the quality of the patching work that had been carried out around the town was very poor. Cllr Stone had taken this up with officers at the County Council

RESOLVED that the recommendations contained in the Minutes should be accepted.

#### 14. REQUESTS FOR FINANCIAL ASSISTANCE

The Council received three requests for funding under s137. The Clerk asked Councillors to consider whether they wished to reallocate grant to the Allandale or whether the Youth Worker should be invited to re-apply for grant in the current year.

RESOLVED to

- invite the Allandale to reapply for grants to fund taster sessions. Councillors expressed disappointment that this grant had not been used last year.
- award a grant of £1000 to the Home Start Witney/Carterton Project with the proviso that the money be allocated to the Carterton area
- pledge £500 to the Day Centre Transport Group as seed funding towards a new vehicle.
- not to award a grant to West Oxon MS Society as they are in a strong financial position.

15. ST GEORGE'S DAY DINNER

The Clerk explained that the Mess bill for the St George's Day Dinner had been higher than expected as the quotation had not included VAT. This meant that the donation to the Mayor's charities had been reduced.

RESOLVED that the Town Council should make a donation of up to £438 to the Mayor's charities to bring the total amount raised to £1,000.

16 ACCOUNTS FOR PAYMENT

Council RESOLVED that the Accounts set out at Annex 'C' be approved for payment.

The meeting ended at 8.50 pm

20 June 2006

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Town Mayor

1. **Application for a Premises Licence at the Town Hall.** Now that the Carterton Cinema has moved to the Town Hall, we need a licence for the Town Hall. Previous showings have been covered by a Temporary Events Notice but we can only have 12 of these in any given year and each licence costs £21. I have therefore applied for a premises licence for the Town Hall to start from 1 June. I have only applied for a licence to cover certain regulated entertainment (that is plays, films, live music and recorded music). I have not applied for an alcohol licence so anyone wanting to host a public event at the Town Hall would need to have their own alcohol licence in place. **Noted.**
2. **Thames Valley Police** – to receive the attached newsletter from the LPA Commander West Oxfordshire. **Noted. Council was pleased to see an improving trend but queried the validity of some of the statistics. It was noted that the Police had asked to be invited to a future meeting of the Council and that questions could be raised then.**
3. **Transport Schemes** – to receive the attached letter from the County Council **Noted.**
4. **Planning Forum** – to note that WODC are holding meetings in Committee Room 1 at Woodgreen on 31 May 2006 between 3 p.m. – 5 p.m. and 6 p.m. and 8 p.m., and on 8 June between 3 p.m. and 5 p.m. **Noted.**
5. **Statutory Resolution.** Mrs Hyland has indicated that she would like to join the Local Government pension scheme. If the Councillors are content I will post notice of the Council's intention to consider a Statutory Resolution at its meeting on 20 June. **Agreed that in accordance with the Council's agreed procedures, this Resolution should be deferred until Mrs Hyland's probationary period had been completed**
6. Copies of the Playing Field will be available at the meeting.
7. **The Clerk reported that there had been an incident at the ARRG Playground when a young child had been trapped in one of the benches. The Fire Brigade and Ambulance Service had been called and the child cut free. The child was not hurt but her family was distressed. The bench had been repaired later that day.**
8. **It was noted that the NAG now had a speed camera which would be used in different locations in the town.**
9. **Council confirmed that the group set up to oversee the sale of a part of the Council's landholding off Swinbrook Road should handle the detailed negotiations that were expected to begin in late May.**