

CARTERTON TOWN COUNCIL  
MINUTES OF THE ANNUAL MEETING HELD ON TUESDAY 20 JUNE 2006  
AT 7.45 P.M.

Present: Cllr P Scott - Town Mayor  
Cllr P Handley - Deputy Mayor

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

Apologies: Cllr N Tully, Cllr Mrs L. Walcott and Cllr W. Walcott MBE

The Mayor reported that Cllr W Walcott had been awarded a MBE for services to the Community in Carterton and West Oxfordshire. The Council welcomed this news and asked the Clerk to send their congratulations.

17 MINUTES

The Minutes of the Meeting held on 16 May 2006, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Mayor.

18. MATTERS ARISING

It was noted that the County Council had awarded funding for youth activities which was to be targeted on those young people who were more difficult to reach. Cllr Crossland said he would be presenting cheques to his Charities on 22 June. The Mayor asked Councillors to give the Clerk details of any issues they wished to raise with the police so that these could be addressed by the Chief Inspector who had said he would come to a future Council meeting.

19. FIRE COVER IN CARTERTON

The Mayor welcomed Mike Smythe and Nick Bateman of the Fire Service to the meeting. Mr Smythe reminded Councillors that a Fire Advisory Committee for Carterton had been established and that it had been agreed that a representative of the Fire Service should attend Council meetings on a regular basis. He explained the historical reasons why the fire stations are in Bampton and Burford and said that to date target times for Carterton had been met. He gave a report covering recent incidents, which is appended to these Minutes. Mr Smythe also gave details of a recent serious fire in Robinson Close which had started as a result of a firework being set off in a porch.

In response to questions, Mr Smythe confirmed that the Fire Service had an educational programme in place and was due to expand this soon. He also confirmed that the Fire Service was consulted at the planning stage about access on new developments and said that he would have a look at NE Carterton to assess the seriousness of parking and access problems. He confirmed that the cadet scheme was progressing well and that the Fire Service would be happy to give advice to owners of vulnerable properties such as lock-up stores.

Cllr Handley asked why the format for the statistics had changed. He put a number of specific questions to Mr Smythe who agreed to respond as soon as possible.

The Mayor thanked Mr Smythe and Mr Bateman for attending the meeting.

## 20. TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor reported that he had attended the Lord Mayor' s Reception at Oxford Town Hall on 18 May, the British Red Cross Annual Assembly in Abingdon on 19 May and the Henley-on-Thames Civic Service on 21 May. He had also attended an RAF Brize Norton formal Reception on 2 June and a very enjoyable recent performance by the Carterton Songsters.

Council agreed that the Mayor should be part of the group of civic leaders who had been asked by the MP to hand in a petition on the NHS to 10 Downing Street.

## 21 DECLARATIONS OF INTEREST

Cllrs Handley and Stone declared an interest in item 24 (Planning) by virtue of their membership of the District Planning Committee. Cllr Scott declared an interest in planning application 21/2006 and in the Accounts. Cllr Madden declared an interest in item 26 as a Governor.

## 22. ADJOURNMENT FOR PUBLIC TO RAISE MATTERS

No matters were raised.

## 23. 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.

## 24. PLANNING COMMITTEE

Council received the Minutes of the meetings of the Planning Committee held on 16 May and 6 June 2006. These were noted.

## 25 ADMINISTRATION COMMITTEE

Council received the Minutes of the meeting of the Administration Committee held on 6 June 2006.

RESOLVED to accept the minutes of the Administration Committee. The Clerk advised that she had just received a letter of resignation on grounds of ill health from the member of staff concerned.

## 26. REQUEST FOR FINANCIAL ASSISTANCE

Cllr Madden left the room for this item. The Council received a request for funding under s137 from a local school towards the cost of a school trip.

RESOLVED not to award a grant on the grounds that it would set a precedent.

## 27. TOWN HALL DRAIN

The Clerk reported that the drain at the front of the Town Hall had blocked several times in recent weeks. She had arranged for an inspection, which showed that the drain, which is

made of pitch fibre, was collapsing. Its replacement was recommended but it was noted that the drain ran under one corner of the War Memorial Garden.

RESOLVED that the Clerk should seek quotes for the replacement of the drain and that this work should be done with the minimum of disturbance to the War Memorial.

28. FINANCIAL STATEMENT

The Financial Statement to 31 May, set out at Annex ' B' and previously circulated, was received.

29. ACCOUNTS FOR PAYMENT

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

30. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960.

RESOLVED that 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 be excluded from the Meeting.

## **Operational and Fire Safety Activities in Carterton**

### **Operational Statistics**

#### **1 July-31 December 2005**

Out of a total of 1147 calls in the West Area there were 27 in Carterton. These are broken down as follows:

- 8 Primary fires (Property)
- 8 Secondary fires (Rubbish, grass abandoned vehicles etc)
- 8 Fire alarms
- 1 small chemical spill
- 2 No action (Advice given by control – no attendance required)

#### **1 January – 8 June 2006**

There have been 13 incidents in Carterton up to 8 June and these are as follows;

- 4 Primary fires
- 5 Secondary fires
- 2 Special service calls (1 Road accident and 1 release of a person from an item)
- 2 False alarms.

Of these 13 incidents all were attended by a crew from Bampton apart from 1 rubbish fire and 1 electrical fire at the Co-op.

### **Fire Safety**

#### **Community Fire Safety**

In 2005, 664 homes were visited and given leaflets on fire safety in the home. Of those, 115 were given home fire risk assessments and 46 homes received free smoke alarms. There were 4 publicity events (static displays/fetes etc) and 1 school talk to Key stage 1 pupils. More home visits in Carterton form part of this year's annual plan for Bampton Fire Station.

#### **Technical Fire Safety**

This comprises of inspections of all classes of business premises, Building Regulations consultations and goodwill advice.

#### **1 July-31 December 2005**

Of the 383 tasks during this period there were 19 relating to Carterton.

#### **1 January – 3 June 2006**

Of the 257 tasks during this period there were 16 relating to Carterton.

#### **Crewing Levels at Bampton**

Of a crewing establishment of 12 there are currently 11 crew- members at Bampton. Following a recruitment campaign, 3 people are going through the selection and testing process with a further 3 people in the pipeline.

Currently it is cover in the day time that is short and the brigade use spare wholetime capacity to or overtime to cover the shortages wherever possible, however should the potential recruits pass the tests and come on stream, the prospect of full availability is promising.

### **Crewing Levels at Burford**

Of an establishment of 12, there are currently 13 crewmembers, which include one new starter from 19 June. There are 2 crew not available at present, 1 is on maternity leave and 1 is on light duties. Day cover is still the main the problem.

There is 1 new recruit at Training School this week and 2 further recruits in the system that are offering day cover.

Whilst the information above is correct at this time, retained crewing is a dynamic situation and can change at short notice, often with little or no warning.

1. **Christmas Lights** – Under the 1980 Highways Act, anybody responsible for the installation and maintenance of seasonal decorations is required to obtain a licence from Oxfordshire County Council. This is a 'long and detailed procedure' and much of the form needs to be completed by the electrical contractor. I have passed a set of forms to our contractor with the aim of submitting the application in early September. **Noted.**
2. **Chic O Land** – Conditions of Licence. To see the attached letter. **Noted. It was confirmed that special measure had been introduced in this case because of problems that had arisen late at night.**
3. **Review of Bus Services.** We need to respond to the bus service review by Friday 7 July. I do not know if any Councillors were able to attend the exhibition in Witney on 7 June and whether they have any views they would like me to put forward to the County. The services under review are
  - No 64 Carterton to Swindon - average passengers per day 134.5, cost per journey £0.91
  - No 113 Carterton –Shilton-Fulbrook – average passengers per day 8, cost per journey £13.06
  - No 19 Witney/Bampton/Carterton – average passengers per day 226.5, cost per journey £1.45
  - No 117/118/119 Carterton Town Services – average passengers per day 7, cost per journey £1.45

Are there any comments that Councillors would like me to make? **It was agreed that it would be difficult to make a case for the continuation of the poorly used services. The Council asked that the CFF Transport Group be consulted for their views.**

4. **Publications.** The following will be available at the meeting:
  - Oxfordshire Fire Authority's Integrated Risk Management Plan 2006-07
  - Carterton Fast Forward Transport Group results of survey of transport needs of the resident of NE development
  - Carterton Fast Forward Transport Group results of survey of transport needs of members of the Over 60s Club
  - Parish News from Oxfordshire County Council
  - May Drought Report from Oxfordshire County Council
5. **Dates**
  - 25 June - Open Gardens
  - 28 June - Second consultation meeting on the Community Facility
  - 30 June - Closing date for Carterton in Bloom Competition
  - 4 July - Planning and Recreation Committees
  - 10 July - The Schools Swimming Gala. Any offers of help would be gratefully received.
6. **Bus stops.** The County Council had advised that two bus stops would be installed in Monahan Way. The service would not go onto the estate as that would add too much to the journey time.

