

CARTERTON TOWN COUNCIL
MINUTES OF THE ANNUAL MEETING HELD ON TUESDAY 15 MAY 2007
AT 7.45 P.M.

Present:	Cllr R. Crapper	Cllr. P. Madden
	Cllr. Mrs. M. Crossland	Cllr N Miah
	Cllr A Farmer	Cllr. Mrs. L. Walcott
	Cllr E Liston	Cllr. W.O. Walcott MBE
	Cllr S Lodge	

Apologies: Cllr. Mrs. D.V. Bulley and Cllr E Wearing.

It was noted that as a result of postponed elections in the Upavon Ward, there were five vacancies on the Council. These would be filled at the elections to be held on 21 June.

The outgoing Mayor, Cllr Phil Scott, opened the meeting by paying tribute to the late Cllr Keith Stone who had served on the Town Council for many years and who had been a distinguished Town Mayor. Cllr Stone had also represented Carterton on the District and County Councils. He would be sadly missed by his friends and colleagues. The Council observed one minute's silence in memory of Cllr Stone.

1 ELECTION OF TOWN MAYOR

Cllr Scott, the outgoing Mayor, invited nominations for Mayor.

IT WAS RESOLVED that as there was not a full complement of Councillors in place, the appointment of Mayor should be postponed to the next Council meeting.

IT WAS RESOLVED that Cllr Walcott be appointed as Chairman for this meeting. Cllr Walcott took the Chair and welcomed Councillors to the first meeting of the new Council. Cllr Walcott added his own tribute to the work of the late Councillor Stone.

2 APPOINTMENT OF DEPUTY TOWN MAYOR

IT WAS RESOLVED that the appointment of the Deputy Mayor should be postponed until the next Council meeting.

3 MINUTES

The Minutes of the Meeting held on 17 April 2007, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Mayor.

4. MATTERS ARISING

The Clerk tabled another letter from Cllr Watts concerning the operation of the market. It was agreed that the Clerk should reply to Mr Watts saying that the points he had raised would be considered when the Council reviewed the operation of the market in the summer.

5. ADOPTION OF THE CODE OF CONDUCT

The Council considered the new Code of Conduct. IT WAS RESOLVED that:

(a) the mandatory provisions in the Model Code of Conduct set out in the Statutory Instrument of 2007/1159 be adopted as the Carterton Town Council Code of Conduct to be effective from 1 June 2007 subject to:

(i) the inclusion of the general principles as an Annex to the Code, with a footnote to explain that it is not part of the Code but it is included as an Annex because of the requirements in paragraph 1(2) of the Code for members to have regard to the principles; and

(ii) the addition of paragraph 12 (2) of the model Code but excluding the words in brackets;

each as recommended by the Standards Board for England, and West Oxfordshire District Council; and

(b) The Clerk be requested to notify the Monitoring Officers of West Oxfordshire District Council of the passing of the above resolution.

6 DECLARATIONS OF INTEREST

The Clerk reminded Councillors of the need to complete their Register of Interests by the end of May. Cllrs Crapper and Madden declared an interest in item 14 (section 137 grants) and took no part in the discussion on the relevant applications.

7 APPOINTMENT OF COMMITTEES 2007/2008

IT WAS RESOLVED that the following Committees be appointed: -

ADMINISTRATION COMMITTEE

Quorum 5

Councillors E Liston, S Lodge, P Madden, Mrs L. Walcott and W.O. Walcott.

PLANNING COMMITTEE

Quorum 5

Cllrs Mrs D Bulley, R Crapper, A Farmer, P Madden and N Miah

It was RESOLVED that appointments to other Committees should be deferred until the next Council meeting.

8 APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES 2007/08

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

It was RESOLVED that other appointments to outside bodies should be deferred until the next Council meeting

9. ADJOURNMENT FOR PUBLIC TO RAISE MATTERS

PC Barnes explained the change to Community Policing and answered questions from Councillors.

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 17 April and 1 May 2007. These were noted. Cllr Farmer queried the size and location of the new free-standing sign outside the Co-op funeral parlour and the Clerk explained that WODC planning officers had said that this had been erected without approval and that they would be considering enforcement action.

12. POLICY COMMITTEE

Council received the Minutes of the meeting of the Policy Committee held on 1 May 2007.

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 23 April 2007.

It was agreed that the Clerk should write to OCC Cllr J Couchman to ask him to investigate the possibility of speeding up the provision of pedestrian links with the NE Carterton development and also the opening up of the proposed bus route to other vehicles.

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

14. REQUESTS FOR FINANCIAL ASSISTANCE

The Council received seven requests for funding under s137, including one application for a grant from the Youth Opportunities Fund.

RESOLVED to award:

- a grant of £50 to Junior Citizens Trust to provide safety education for young children in the county
- £100 to sponsor an arrangement at St John's flower festival in June.
- a grant of up to £324 to the NAG to provide a ten pin bowling evening for up to 72 youngsters
- a grant of £500 to the British Heart Foundation in memory of the late Cllr Keith Stone
- a grant of £310 to Cancer Research to top up the funds raised at the Mayors Charity Dinner.

It was agreed that the application for funding for the YOF from Carterton Community College should be reconsidered in the autumn with the applicants being asked to provide more details and also to give an idea of the funds that they had raised from other sources.

Cllr Mrs Crossland asked the Council to consider a grant of up to £2,000 to allow for additional material to be included in the Posterity DVD. Councillors were sympathetic to this request but wanted more details as to actual costs. It was agreed that these would be provided as soon as they were available.

15. FINANCIAL STATEMENT

The Financial Statement to 30 April, set out at Annex 'B', was received. A summary of Income and Expenditure by Budget Heading was also provided at Annex 'B'.

16 ACCOUNTS FOR PAYMENT

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

The meeting ended at 9.00 pm

26 June 2007

Town Mayor

1. **Training on the Code of Conduct.** All Councillors are reminded that training sessions on the Code of Conduct are being held at the District Council Offices, Woodgreen, Witney at 6.30pm on Tuesday 22 and Thursday 24 May. Given the thousands of complaints that the Standards Board has received it is strongly recommended that Councillors attend this training if possible. **Noted.**
2. **Wycombe Way Subway.** OCC is consulting on the infilling of the Wycombe Way subway and the provision of a New Pedestrian Controlled Crossing Point. We were originally asked to comment by the end of May. I have however asked for an extension to allow Councillors to visit the site and discuss the matter at the June Council meeting. I will distribute further details at the Council meeting. **The Council expressed very serious concerns about the closure of the underpass and the siting of the pelican crossing. The Clerk was asked to arrange a meeting with officers from OCC to discuss this further and to involve the Governors of Gateway school.**
3. **Exceptional Citizen Award.** The awards received good coverage in the paper. We have received thanks from all the recipients who are delighted with their awards. The scheme is on-going and we will publicise it in future newsletters and in the Community Magazine. **Noted.**
4. **NE Carterton** – to see attached email about links between the town and the new estate. **The Council felt that the nature of the response from OCC was unsatisfactory. Cllr Couchman asked that the Clerk write to him about the issues so that he could take the matter up with the Cabinet member responsible for local transport issues.**

5. **Publications**

News from Oxfordshire County Council
Supplementary Planning Guidance for Affordable Housing
Details of the Community Policing Forum to be held on 5 June.

These will be available at the meeting.

6. **Forthcoming meetings:**

5 June Planning and Admin Committee
19 June Planning and Council.

The Upavon Ward election is likely to take place on either 14 or 21 June. If the election is called for 21 June, Council is asked to consider postponing the 19 June meeting by one week to 26 June, which would allow those five Councillors elected in the Upavon Ward to be present. **The election had now been confirmed for 21 June and it was agreed that the next Council meeting should be held on 26 June.**