

CARTERTON TOWN COUNCIL
MINUTES OF THE MEETING HELD ON TUESDAY 18 SEPTEMBER 2012
AT 7.45 PM

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| Present: | Cllr A Coomber - | Town Mayor |
| | Cllr Mrs L Little - | Deputy Town Mayor |
| | Cllr Mrs D Bulley | Cllr Mrs N Miah |
| | Cllr A Farmer | Cllr P Scott |
| | Cllr P Madden | Cllr M Steward |

Apologies Cllr R Crapper, Cllr Mrs M Crossland, Cllr H Jobes, Cllr E Liston, Cllr Mrs C MacRae, Cllr N MacRae MBE, Cllr Mrs L Walcott and Cllr W Walcott MBE

57 MINUTES

The Minutes of the Meeting held on 17 July 2012, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Mayor.

58 MATTERS ARISING

Cllr Mrs Little and the Clerk reported on fundraising to date to provide adaptations at the Monahan Way Pavilion. It was agreed that Carterton WODC Councillors should be asked to press the District to provide funding for this project.

59 DECLARATIONS OF INTEREST

No DPIs were declared. Cllr Scott declared an interest as Chairman of the Chamber of Trade and NAG. Cllr Madden and Cllr Steward declared an interest as Trustees of Brownes Hall. Cllr Farmer declared an interest in Carterton Football Club. Cllr Mrs Little declared an interest in the Community College.

60. PRESENTATION BY MS SOCIETY

Peter Branson from the West Oxfordshire Branch of the MS Society gave a presentation. He spoke about the nature of the condition, the fund raising carried out by the branch and its social events. Ten of the 140 members are from Carterton. Mr Branson thanked the Mayor for choosing the branch as his charity of the year and looked forward to working with the Council.

61. PRESENTATION BY CARTERTON COMMUNITY COLLEGE

Graham Speke updated the Council on academy status. Work was progressing and the timetable now suggested possible approval in November or December this year with conversion in May or June 2013. Formal consultation, which would involve the Town Council, would take place in November or December.

Niall McWilliams reported on the exam results which were significantly better than last year, with the school outperforming its targets. Pupils had achieved the best results in West Oxfordshire for English and Maths and the third highest in Oxfordshire for value added. Mr McWilliams reiterated that although these results were good, the college would be striving for further improvements next year. He confirmed that there were 101 pupils in year 7 and a total of 561 on the roll.

62 TOWN MAYOR'S ANNOUNCEMENTS

In June the Mayor attended the Opening of The Allandale by the Rt Hon David Cameron MP, a County Music Service Concert at Christchurch, a Jubilee Garden Party in Henley and the Unveiling of the Memorial Bell. He attended the RIAT event at RAF Fairford and the Olympic Torch Reception at Blenheim Palace in July. In September the Mayor and Mayoress attended the Lord Mayor's Civic Service in Oxford and the U3A Last Night of the Proms at the Carterton Community Centre. On 14 September the Mayor attended the Reception for Repatriation Volunteers at RAF Brize Norton, and on 16 September held a Civic Service and Battle of Britain Commemoration at St John's Church.

63 ADJOURNMENT FOR PUBLIC TO RAISE MATTERS

WODC Cllr Howard reported on the continuing parking problems on the NE Carterton estate. He said that there was no capital funding for phase 2 of the leisure centre but that some s106 contributions were being gathered together. Cllr Howard asked the Town Council to work with Brize Norton Parish to put pressure on WODC to improve the car park at Kilkenny Lane Country Park and to provide toilets. It was agreed that the Clerk should take this forward.

64. ADJOURNMENT FOR COUNTY COUNCILLORS TO RAISE MATTERS

Cllr Couchman distributed leaflets about the new Oxford University Hospital Trust. He gave brief details about the forthcoming budget round. Cllr Couchman had agreed to use his Big Society fund to provide seats at the Memorial Garden. It was suggested that WODC be asked to consider adding vases and ash trays to the garden.

65 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.

66 PLANNING COMMITTEE

Council received the Minutes of the meetings of the Planning Committee held on 17 July, 7 August, 21 August and 4 September. These were noted.

67 POLICY COMMITTEE

The Council received the Minutes of the Policy Committee meeting held on 4 September.

Cllr Farmer presented the minutes. He suggested that Council hold a special meeting to consider items for the forthcoming budget round. It was agreed that Item 6 of the minutes should be amended to record the Councils gratitude to the CFF Project Manager for the work that she does for the Council and, in particular, for the funds that she has raised. It was also agreed that the Mayor would write to Ms Chater. It was agreed that Item 7 of the minutes should be amended to record that Cllr Jobses had agreed to set up a committee to investigate the possibility of the Council producing a more substantial quarterly newsletter. It was noted that Cllr Steward had already provided Cllr Farmer with ideas for a presentation to publicise the activities of the Council.

There was a discussion about the Town Centre noticeboard and it was agreed that this had improved considerably since ICE had been looking after it. It was agreed to monitor this and perhaps replace the pin boards in a few months time.

It was agreed that small works orders should be undertaken on a time and materials basis and it was noted that works needed to be checked upon completion.

RESOLVED that the recommendations set out in the Minutes of the Policy Committee be approved.

68 EXTERNAL AUDIT

The Council received the external auditors report. It noted that the Clerk had restated the fixed asset figures and that no further action was required. It was felt that the fact that Section 1 does not add up by £1 was not a material issue. It was noted that although the Financial Regulations had been updated, the Standing Orders had not been reviewed since 2010. The Clerk said that these would need reviewing in the light of the changes to the Code of Conduct and that she would be doing this later in the year.

RESOLVED that the external audit report be accepted.

NOTED that DBO LLP had been appointed as external auditor from 2012/13.

69 FINANCIAL ASSISTANCE

RESOLVED that a grant of £150 be awarded to Relate to support a fundraising event.

70 TREE PLANTING

The Council received details of the second phase of the town centre tree planting scheme. The contractor who had carried out the first phase had agreed to hold his prices and the consultant had suggested a number of possible locations.

RESOLVED to plant four trees at an average of £2,150 per tree and also to start the phased removal of the green boxes.

71 FINANCIAL STATEMENT

The Financial Statements to 31 July and 31 August, set out at Annex 'B', were approved. A summary of Income and Expenditure by Budget Heading was also provided at Annex 'B'.

72 ACCOUNTS FOR PAYMENT

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

73 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.

1. **The Allandale Management Committee.** The Constitution stipulates that there should be three Councillors on the Committee: the Chair of Recreation and 2 others. Last year our representatives were Cllrs Coomber (as Chair of Recreation), Mrs MacRae and Mrs Little. This year, Cllr Mrs Little will serve on this Committee as Chair of Recreation and Mrs MacRae will continue as our representative. But we have one vacancy and it would be helpful to know if any councillors wish to be considered for this. **Cllrs Jobses and Mrs Miah expressed an interest and it was agreed that the Clerk should send both more details.**

2. **The Perimeter Path.** Cllr Handley has agreed to fund this year's maintenance from his Area Stewards Fund. We have asked our contractor to do the work and will be reimbursed by OCC. We will need a long term solution. Black Bourton Parish Council are hoping to put together a group of volunteers to maintain their stretch. Overgrown vegetation is causing a problem in many areas across the County and I wonder if the Town Council would like to contact OCC to express concern at the way this service has been withdrawn. **It was noted that a volunteer had cleared a major part of the path with the Council's contractors doing some tidying and clearing up. The Council had thanked the volunteer. It was agreed that the Clerk should write to OCC to express concern about the withdrawal of OCC functions without notice.**

3. **Training.** Cllr Mrs Little has attended a Good Councillor course organised by GAPTC. She will give brief feedback at the Council meeting. **Mrs Little said that the training had been well worthwhile, covering all the main areas of the Council's responsibilities. She said she had a much clearer idea of the way the Council operated. She commented that CTC appeared very active and well run in comparison with other Councils represented at the course. Cllr Mrs Little said that she would be willing to run courses for new Councillors in future.**

4. **Forthcoming meetings and events:**

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| 2 October | Planning and Recreation |
| 16 October | Planning and Council |
| 6 November | Planning and Admin |
| 11 November | Remembrance Service |
| 20 November | Planning and Council |
| 30 November | Christmas Lights |

Note: During October and November, the Community College will be carrying out a full consultation of stakeholders on academy status. I will circulate details as soon as they are available.