

CARTERTON TOWN COUNCIL
MINUTES OF THE MEETING HELD ON TUESDAY 17 SEPTEMBER 2013
AT 7.45 PM

Present: Cllr Mrs L Little Town Mayor
 Cllr Mrs M Crossland Deputy Town Mayor

Cllr M Brennan	Cllr Mrs C MacRae
Cllr Mrs D V Bulley	Cllr N MacRae MBE
Cllr A Coomber	Cllr P Madden
Cllr A Farmer	Cllr Mrs N Miah
Cllr H Howard	Cllr P Scott
Cllr H Jobes	Cllr M Steward
Cllr M McBride	

Apologies: Cllr R Crapper

54 MINUTES

The Minutes of the Meeting held on 16 July 2013, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Mayor.

55 MATTERS ARISING

Item 36 - Cllr Coomber said he had had no contact from the Youth Club, but would contact Graham Speke at the Community College in the near future.

Item 36 - Cllr Farmer confirmed that painting had started at the Community Centre and was being monitored.

Item 38 - Cllr Mrs MacRae questioned the accuracy of the Declarations of Interest, and the Town Clerk took this opportunity to inform all Councillors that Declarations in the future need only apply to items specifically on the Agenda.

Item 43 - Information was requested on the progress of the new website, and the Town Clerk pointed out that this would be dealt with under Financial Matters.

Item 44 - It was queried whether the Transform Places Design Statement was being taken forward, and the Town Clerk said that Catherine Chater had that morning given a presentation to officers at the District Council.

56 DECLARATIONS OF INTEREST

There were no DPIs. Cllr Farmer declared a personal interest in Cheque No 10646 and Cllr Mrs Bulley declared a personal interest in Cheque No 10675.

57 PRESENTATION BY SUPERINTENDENT COLIN PAINE

The Superintendent reported that crime is falling rapidly, although the general public find this difficult to believe. Statistics are recorded from the Police's own figures and correlate with British Crime Survey results. Crime has halved since 1995 and West Oxfordshire has the lowest figures in the country. Cllr Mrs Crossland asked if the investigation into the sudden death in the town earlier this year had been concluded, and the Superintendent said a decision would not be known for another 4-6 weeks. Cllr Mrs Crossland enquired why it is intended that the town defibrillator is made available in the Carterton police station, when the station has very restricted opening hours. Her suggestion was that the Town Hall would be a much

better location for it. The Superintendent said he was not aware of the details but would look into the matter.

The Superintendent went on to say that the detection rate for all crime in this area is 35%. Cllr McBride suggested that Internet crime is now a bigger problem and the Superintendent agreed that this is the case. Cllr Howard said he thought the perception of crime is not helped by the absence of policemen on the beat and the restricted opening hours of the police station.

It was suggested that the public might be more reassured if the Police took the opportunity of manning one of the 'charity' pitches at the Thursday Market, thus giving local residents the opportunity to discuss their hopes and fears. The Superintendent notified Council that the police were in fact having a Bike Marking Event outside Giles Sports Shop on 21st September 2013.

Council gave their collective thanks to the superb work of the Neighbourhood Policing Team here in Carterton.

58 TOWN MAYOR'S ANNOUNCEMENTS

The Mayor said she had been interviewed on Radio Oxford about the charities she volunteers for. In July and August she had hosted bandstand concerts on the Recreation Ground and gave thanks to Brownes Hall for their assistance. The last concert by the Chinnor Silver Band in September had been very well received. The Mayor had supported the Volunteer Team in their efforts to recruit more people onto various local charities, held at Carterton market, and had attended the opening of the *Get Stuck In* summer play activities at the Carterton Community College with Wg Cdr Turner.

The Mayor had invited Tom Neathway, an Afghanistan veteran, for coffee at the Town Hall to discuss charity work. She had been invited to attend the RAF Brize Norton Brizefest by the Station Commander, and presented a trophy to Tom Neathway on behalf of 2 Paras for outstanding service to his regiment. She had held a Coffee Morning on 11 September at the Town Hall which was very well supported. Finally, the Mayor had attended the High Sheriff's Reception at Oxford Brookes University and the Civic Reception and Battle of Britain Service held at St John's Church, Carterton.

59 ADJOURNMENT FOR PUBLIC TO RAISE MATTERS

Local resident and member of St John's Ambulance, David Wesson, said he supported the idea of the defibrillator being held at the Town Hall.

60 ADJOURNMENT FOR COUNTY COUNCILLORS TO RAISE MATTERS

Cllr Owen reported on the traffic situation on Shilton Park and said that OCC Highways are finalising their recommendations in the next few weeks and will then hold a meeting at the Community Centre so that local residents will have the opportunity of talking to OCC Officers. Cllr Owen will advise the Town Council of the date of this consultation as soon as it is known.

Cllr Owen reported on the school bus situation in regard to the Community College and said that the matter was still under discussion. There has been no progress as yet with the pedestrian crossing at Monahan Way, but he will continue to investigate. Cllr Mrs Crossland reported that the grass verges at the junction of Monahan Way and Upavon Way have not been cut, although surrounding grass has been. It transpired that OCC accept responsibility for these verges but had omitted them from their contract with WODC. This will be rectified.

Cllr Scott asked what was happening about the enlargement of the junction at Brize Norton Road and Wycombe Way prior to Morrisons opening, and the Town Clerk assured him that it was under discussion.

Cllr Handley had given his apologies for the meeting, and the Town Clerk read out the report he had previously submitted. Cllr Coomber raised concerns regarding the disruption caused by the sewage works on Burford Road and the Clerk took the opportunity to inform Council that there was a Highways Surgery in the Town Hall on Wednesday 25th September 2013.

61 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'. See below.

62 PLANNING COMMITTEE

Council received the Minutes of the Meetings of the Planning Committee held on 16 July, 6 and 20 August, and 3 September. These were noted.

63 POLICY COMMITTEE

Council received the Minutes of the meeting of the Policy Committee held on 3 September 2013. Council noted the content of the report. It was agreed that the wording of the second sentence in Item 3 be amended to 'Members asked the Town Clerk to rearrange the presentation and suggested that the Full Council meeting would be a better forum.' Additionally, under Item 6 - Matters Arising - the name Communications Committee be changed to Communications Working Group. The Civic Protocol document was discussed and it was recommended that the listing of items under Mayor's Allowance be deleted.

RESOLVED that the Recommendations be accepted.

64 FINANCIAL STATEMENTS

The Financial Statements to 31 July and 31 August 2013, set out at Annex 'B', were approved.

Summaries of Income and Expenditure by Budget Heading are also provided at Annex 'B'.

Council resolved that Mrs Caroline Ramsey be a Town Council signatory with immediate effect and the Chairman signed the Bank Mandate.

Urgent Business

Cllr McBride circulated a report giving an update on the progress of the community website. The working group had chosen a webhosting company and agreement was sought for expenditure totalling £1,500.

Council approved the expenditure for the new website.

The Town Clerk reported on the proposal made by 'Friends of Willow Meadow' to extend the walkways due to the success of the existing walkway structure. Council discussed the proposal and agreed that the work should be carried out.

Council resolved to consider this work and agreed a budget of up to £1700 plus VAT.

65 ACCOUNTS FOR PAYMENT

Council RESOLVED that the Accounts for both July and August, set out at Annex 'C', be approved for payment.

66 COMMUNICATIONS

The Town Clerk asked Councillors to let her know when any matters arose that needed a Press Release.

The meeting ended at 10.00 pm.

15 October 2013

Town Mayor

1. **Town Hall Extension.** The project continues to make good progress. Updated copy of the table showing expenditure against budget to be presented at the meeting. Council discussed the work to be continued through to the existing part of the Town Hall with regard to new flooring. It was agreed that the current flooring was worn and would present a Health and Safety issue if not replaced in the near future. **Council Resolved to ask RMD to lay the flooring once the new front door was in use and the existing door blocked off. The cost for this is already budgeted for in the contingency for the main extension works.**
2. **Ride of Respect.** The Town Mayor and I attended a meeting with other Parish Representatives and the Ride of Respect organisational committee. Next year's event will be held on 1st June 2013. **Noted**
3. **Automated External Defibrillator (AED)** The UK Resuscitation Council (UKRC) in 2009 suggested that an Automated External Defibrillator (AED) be available in towns where medical treatment for cardiac arrest is more than 5 minutes away the life box for Carterton has actually already been processed and is going to be situated at the police station in Carterton. We have been invited to undergo training and I would like that to be an afternoon so that the staff can be trained alongside any councillor who wishes to be trained. Volunteers please and suggested days/times. **Council expressed concerns that the Defibrillator is intended to be held in a venue with minimal opening hours and suggested it would be better located either in the Town Hall or somewhere like Morrison which has extended opening hours.**

Resolved that the Town Clerk questions the suitability of the location with the UKRC

4. **Community Emergency Planning.** The County Council is looking for a number of Town Councillors who would be willing to receive telephone calls in the event of a local emergency. If there are any Councillors willing to do this, we could provide them with a list of local buildings which could be used as reception areas and also details of key holders. Still no volunteers - please consider whether you would be available to take on this responsibility. **Cllrs M Steward and P Scott volunteered to be contacts.**
5. **Forthcoming meetings and events for your diary**

18 th September	Janet Eustace and Lin Kennedy –joint retirement party
19 th September	Opening of Job Search Area
25 th September	Highways Surgery (10.00 am – 11.30 am)
30 th September	Work Experience Placement starts for a week
1 st October	Planning & Recreation Committees
12 th October	Cllr Handley Surgery in Shilton
10 th November	Remembrance Sunday
29 th November	Christmas Lights*

6. ***The Town Clerk gave a brief update on planning for the Christmas Lights. Noted**