

CARTERTON TOWN COUNCIL
MINUTES OF THE MEETING HELD ON TUESDAY 15 OCTOBER 2013
AT 7.45 PM

Present:	Cllr Mrs L Little	Town Mayor
	Cllr Mrs M Crossland	Deputy Town Mayor
	Cllr M Brennan	Cllr R Crapper
	Cllr Mrs D V Bulley	Cllr P Madden
	Cllr A Coomber	Cllr P Scott
	Cllr A Farmer	Cllr M Steward
	Cllr M McBride	

Apologies: Cllr H Howard, Cllr H Jobes, Cllr Mrs C MacRae, Cllr N MacRae MBE, Cllr Mrs N Miah

Cllr Mrs Crossland informed the Meeting that Cllr Mrs MacRae had been taken ill the previous day and was currently in hospital. Members sent their best wishes to Cllr Mrs MacRae and the Clerk will organise flowers and a card for her on behalf of the Council.

67 MINUTES

The Minutes of the Meeting held on 17 September 2013, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Mayor.

68 MATTERS ARISING

Item 55 - Cllr Coomber reported that the Community Champions feel confident that they can canvas schools and other organisations within the town on youth matters, and he will report back to the next Council meeting.

Item 55: Cllr Farmer reported the redecoration of the exterior of the Community Centre had been completed satisfactorily.

Item 57: Cllr Madden asked if there had been any more information on the siting of the defibrillator. The Clerk said the location cannot now be changed, but it is possible that another one could be sited at the BP Garage or at the Town Hall and she is waiting for confirmation of this.

Item 60 - Cllr Mrs Crossland queried whether the grass verges at the junction of Monahan Way and Upavon Way had been attended to and the Clerk confirmed that the work had now been carried out.

Clerks Report, Item 4 - Volunteers to assist with Community Emergency Planning should have included Cllr Mrs Crossland.

69 DECLARATIONS OF INTEREST

There were no DPIs. Cllr Farmer declared a personal interest in Cheque No 10717 and Cllr Mrs Bulley declared a personal interest in Cheque No 100189. Cllr Coomber declared a personal interest in Item 77 due to his association with the Kilkenny Cricket Club.

70 TOWN MAYOR'S ANNOUNCEMENTS

The Mayor reported that she and the Clerk had attended a Food Bank meeting in Witney. She had also attended the launch of the Oxford Air Corps Association, and had been invited to the

launch of The Homestead's Lunch Club. She had attended the Cricket Club's Annual Awards Ceremony and presented trophies.

The Mayor attended a Neighbourhood Planning Session in Henley with the Clerk and had attended the 1st BRAVOS Award Ceremony in the Officers Mess at RAF Brize Norton.

71 ADJOURNMENT FOR PUBLIC TO RAISE MATTERS

Jason Penn spoke in support of the application for funding that had been submitted by the Kilkenny (Carterton) Cricket Club for approval this evening. He said that local children go to surrounding villages to play cricket and the requested funding would enable them to be supported in Carterton.

Mr David Wesson said that a defibrillator could be sited in commercial premises if they are of a sufficient size, but the BP Garage would not be large enough. Alternatives would be the Co-op or the new Morrisons store.

72 ADJOURNMENT FOR COUNTY COUNCILLORS TO RAISE MATTERS

Councillors Handley and Owen had given their apologies for this meeting.

73 CARTERTON FAST FORWARD PROJECT MANAGER'S REPORT

Ms Chater reported that work on the Market Square was proceeding well. The initial design of the War Memorial may be slightly amended. The Alley Working Group was moving ahead rapidly and four local artists had been interviewed in the last week, with the work due to be commissioned shortly. The Council supported the choice of the Group but asked to be consulted on the details of the design. The District Council is very supportive of the Town Centre Design Project. The Job Search Area at the Town Hall was manned for the first time today and had received a number of visitors. Cllr Coomber questioned the availability of broadband within the town, and Ms Chater said the District Council will look into this.

Cllr Mrs Crossland questioned the importance and cost of the Carterton Leisure Map and Cllr Farmer responded that the town centre needs to be developed in a range of ways for it to become a better place to live and to visit. Ms Chater added that the work was funded through a grant from TOE2. The Clerk will be organising a public meeting on Shilton Park in November to look at parking issues.

It was queried what restrictions there are on the unspent s106 funding mentioned in Ms Chater's report, and the Clerk will investigate this with the County Council.

There was some discussion about the importance of having a Master Plan or Neighbourhood Plan. It was felt that a Concept Plan could be developed in the short term to influence the Draft Local Plan. The Clerk will email Councillors with suggestions of key headings to enable them to suggest items for inclusion.

Ms Chater was thanked for her presentation.

74 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'.

75 PLANNING COMMITTEE

Council received the Minutes of the Meetings of the Planning Committee held on 17 September and 1 October. These were noted.

76 RECREATION COMMITTEE

Council received the Minutes of the meeting of the Recreation Committee held on 1 October 2013. Cllr Coomber asked if a response had been received about the Leisure Centre Survey (Item 12), and the Clerk said this was still awaited. Cllr Mrs Crossland said that, as a District Council representative, she should be made aware of issues such as the cleanliness of the Leisure Centre, and it was agreed that she would meet with the Clerk to discuss.

The Clerk reported that pull-up electrical columns have been investigated for the ARRG Bandstand (Item 17) but were proving to be more expensive than the £1,200 budget previously agreed. It may therefore be necessary to settle for more traditional 13amp sockets. Cllr Mrs Crossland asked if the bandstand concerts next year could have a later start time so that people can have lunch beforehand, and this was agreed.

Cllr Steward asked for further details of the state of the cricket pitch (Item 12) and Cllrs Coomber and Farmer said that they meet regularly with WODC in an attempt to resolve this issue. Cllr Farmer observed that the Council need a minimum of 26 acres of David Wilson Homes land, comprising 16 acres for sports facilities, 5 acres for a cemetery and 5 acres for allotments.

RESOLVED that the Recommendations be accepted.

77 REQUESTS FOR FINANCIAL ASSISTANCE

It was noted that the Council had set aside £12,000 in the 2013/14 budget for s137 grants and a further £10,000 for Recreation Grants, of which £1,100 had been awarded to Base 33 in June. When considering the grant requests, members felt it would be useful to have some form of grant criteria scoring and the Clerk said she would prepare this.

There was a discussion about the application from the West Oxfordshire Citizens Advice Bureau and it was queried what proportion of Carterton residents had been helped by the service. Further information on this will be sought. A grant of £100 to Carterton Lions for sweets for children at Christmas was approved, with Cllr Mrs Crossland requesting that her abstention be noted.

After further discussion about the application from the Cricket Club, and additional information presented by Jason Penn, a grant of £4,750 was approved, conditional on the Town Council being mentioned in any publicity. Cllr Farmer suggested that the Council should have a representative on the Cricket Club Committee and this will be considered in the future.

77 CARTERTON COMMUNITY CENTRE

Membership of the Management Board of the Community Centre should comprise 7 Town Councillors, 4 representatives from key users/providers and 2 volunteers with appropriate professional expertise. Nominations from 2 Town Councillors are currently being sought, and the Clerk said she would supply further details about the frequency and duration of meetings

and other responsibilities to any Councillor who may be interested. Cllr Steward expressed a tentative interest but requested more details.

78 COMMITTEE TERMS OF REFERENCE

It was agreed to defer discussion on Committee Terms of Reference as there was insufficient time at this meeting to give it the attention it needed, and Councillors wanted a comparison between the old Standing Orders and the proposed Terms of Reference. It was agreed to consider holding an Exceptional Meeting for this item on Tuesday 5th November 2013 following the Admin meeting.

79 ENERGY EFFICIENT LIGHTING POLICY

Council discussed the Energy Efficient Lighting Policy which the Clerk had prepared following the last Policy Committee meeting. It was agreed that the Policy be adopted with the following amendments:

Proposal 1 - That Carterton Town Council adopts a Policy of using Energy Efficient Lighting where possible, as and when new or replacement lighting is required for any Public Space lighting within Carterton for which the Town Council is responsible.

Other Technical Issues - it was agreed that this paragraph, together with Initial Costs and Example, be deleted from the Policy.

Council RESOLVED to adopt the Energy Efficient Lighting Policy.

80 FINANCIAL STATEMENT

The Financial Statement to 30 September 2013, set out at Annex 'B', was approved. A Summary of Income and Expenditure by Budget Heading is also provided at Annex 'B'.

Council RESOLVED to include the Town Clerk and Assistant Town Clerk as authorised signatories on the NatWest Current Account, and the Chairman signed the bank mandate accordingly.

81 ACCOUNTS FOR PAYMENT

Council RESOLVED that the Accounts be approved for payment, with the exception of one cheque which Cllr Farmer wished to investigate further. The Assistant Town Clerk answered a number of other queries about the Accounts.

82 COMMUNICATIONS

The Town Clerk emphasised the need for Councillors to let her know when any matters arose that needed a Press Release.

The meeting ended at 10.00 pm.

19 November 2013

Town Mayor