

CARTERTON TOWN COUNCIL
MINUTES OF THE MEETING HELD IN THE TOWN HALL
ON TUESDAY 18 FEBRUARY 2014
COMMENCING AT 7.45 PM

Present: Cllr Mrs L Little Town Mayor
 Cllr H Jobes Deputy Town Mayor

Cllr M Brennan Cllr M McBride
Cllr Mrs D V Bulley Cllr P Madden
Cllr R Crapper Cllr Mrs N Miah
Cllr A Farmer Cllr P Scott
Cllr H Howard Cllr M Steward

Apologies: Cllr Mrs C MacRae, Cllr Mrs J Smith

In Attendance: Cllr Mrs L Delaney, Cllr Mrs M Mead

Officers: Mrs Caroline Ramsey - Town Clerk
 Mrs Tan Marchant - Assistant Town Clerk

Prior to the start of the meeting, the Mayor welcomed two new Councillors to the table - Cllr Mrs L Delaney and Cllr Mrs M Mead. The new Councillors would take part in debate but would not vote as Declarations of Acceptance of Office had not yet been signed. Cllr Mrs J Smith was unable to attend and sent her apologies.

129 APPOINTMENT OF DEPUTY MAYOR

It was resolved that Cllr H Jobes be appointed Deputy Mayor for the ensuing year. Cllr Jobes signed the Declaration of Acceptance of Office and said that he looked forward to working with the Mayor to promote the town.

130 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

131 MINUTES

The Minutes of the Meeting held on 21 January 2014, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Mayor.

132 PAST SUBJECT MATTERS FOR NOTING

- (i) Bandstand Power Supply - the Clerk reported that it had not been possible to join forces with the District Council for the purchase of a pop-up power supply. She will get a quote for a smaller unit and will investigate whether s106 money might be available for this.

133 TOWN MAYOR'S ANNOUNCEMENTS

The Mayor reported that she had attended the RBL Reception for Jo Reid who is leaving the area, and had presented her with flowers and a brass plaque. She had also presented a brass plaque to Niall McWilliams, who is leaving his headship at Carterton Community College, on

a separate occasion. The Mayor said that Reverend Bill Blakey is very unwell and that she is sending messages of support to him on behalf of the Council on a regular basis.

134 ADJOURNMENT FOR PUBLIC TO RAISE MATTERS

Members of the public present at the meeting had no matters to raise.

135 ADJOURNMENT FOR COUNTY COUNCILLORS TO RAISE MATTERS

Cllrs Handley and Owen had given their apologies for this meeting. However the Clerk had previously circulated Cllr Handley's report and there were no comments from Councillors.

136 PLANNING COMMITTEES

Council received the Minutes of the Meetings of the Planning Committee held on 21 January and 4 February 2014. These were noted.

137 COMMUNITY INFRASTRUCTURE LEVY FEEDBACK

The report was noted. Under Transport, it was noted that Wycombe Way junction is not wide enough for the volume or weight of traffic it carries, and under Recreation and Leisure, it was noted that land for sports and not just football was one of the most pressing needs.

138 APOINTMENT OF NEW RECEPTIONIST

The Clerk reported that 11 applications had been received for this post and virtually all were of a high calibre. Seven had been shortlisted and interviews will be held on 3rd March with a 1st April start date. The interview panel will comprise the Town Clerk, the Town Mayor and Cllr Scott as Chairman of Admin Committee.

139 DRAFT MEETINGS CALENDAR 2014/15

Points that arose from the discussion of the draft calendar included:

- Town Council and Policy & Resources meetings will alternate each month;
- Public participation can take place at any meeting.
- Reports from the District Council can go to any meeting
- Accounts for payment will be dealt with by the Finance Sub-Committee under the umbrella of Policy & Resources.
- The new structure will run for a year and will then be reviewed.

139 FINANCIAL STATEMENT

The Financial Statement to 31 January 2014, set out at Annex 'A', was approved. A summary of income and expenditure was also approved.

140 ACCOUNTS FOR PAYMENT

Council resolved that the Accounts for February at Annex 'B' be approved for payment, with the exception of Cheque No 10844 which will be approved at the March meeting. Cllr Farmer queried Cheque No 10862 in respect of the Squash Club and Cllr Scott responded that he had investigated the need for the new boiler at the Club, which was then dealt with by the Urgency Committee. Cllr Farmer suggested that the Urgency Committee need to report back to Council on such occasions, and this was agreed.

141 RESERVES BALANCE

The Clerk reported that Stuart Wilbur will return on March 13th to spend the day with her preparing a Draft Earmarked Reserves List against the CIL Schedule and other known Projects or items required against expenditure. Mr Wilbur would then hold a training session with Cllrs from 6pm. where the final Earmarked Reserves on the basis of Councillors' discussion and decisions would be approved. The training session will also include The Audit Regime, The Budget Process, Council Reserves, understanding the Budget Monitoring Reports and a VAT Overview (Differences with Local Councils).

142 REQUEST FOR FINANCIAL ASSISTANCE

There was a discussion about the application from the West Oxfordshire Citizens Advice Bureau, which had previously been submitted last October but had been deferred until the proportion of Carterton residents taking advantage of the service was known. This information had been received (631 clients).

After further discussion Council RESOLVED to approve the grant requested of £1,500.

143 COMMUNICATIONS

(i) Cllr McBride gave an update on the community website. He said that it was continuing to be developed and efforts were being made to ensure the information is accurate and up-to-date. Social media has not yet been included but will be once all the other details on the site are in good order.

(ii) The Town Clerk emphasised the need for Councillors to let her know when any matters arose that needed a Press Release. Cllr McBride said he would do an article on the new website for the Witney Gazette, and Cllr Steward suggested sending details of the 3 new Town Councillors, the new Deputy Mayor and the grant to West Oxon CAB.

144 PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960.

Council 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.

The meeting ended at 9.10 pm.

18 March 2014

Town Mayor