

CARTERTON TOWN COUNCIL
MINUTES OF THE MEETING HELD IN THE TOWN HALL
ON TUESDAY 15th MARCH 2016
COMMENCING AT 7.30 PM

Present: Cllr Mrs L Little - Town Mayor
Cllr M McBride - Deputy Mayor

Cllr M Brennan Cllr Mrs M Mead
Cllr R Brooks Cllr D Melvin
Cllr Mrs D V Bulley Cllr P Scott
Cllr Miss S Coul Cllr Mrs S Scott-Stovold
Cllr R Crapper Cllr Mrs C Wilson
Cllr N Leverton

Apologies: Cllr Mrs C Delaney and Cllr Mrs N Miah
Cllr P Handley - Oxfordshire County Council

Officer: Ron Spurs - Town Clerk

In attendance: Cllr N Owen - Oxfordshire County Council
6 members of the public

Prior to the commencement of the meeting Mr Martin Holland of West Oxfordshire District Council provided Councillors with an update of the proposed Phase II element of the Carterton Leisure Centre expansion.

Mr Holland stated that the time was approaching for the Town Council to be part of the process to decide what facilities should be made available in Phase II. Mr Holland highlighted the issue of Squash facilities and the possibility of providing a Club for the whole community.

142 DECLARATIONS OF INTEREST

Cllr Brennan and Cllr Mrs Little declared a non-pecuniary interest in Item 152 as they are acquainted with a member of the Agent's family.

143 MINUTES

The Minutes of the Meeting held on 16 February 2016, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Mayor.

144 TOWN MAYOR'S ANNOUNCEMENTS

The Mayor was invited by the Lord Lieutenant of Oxfordshire to the Gang Show at Radley College in Abingdon, and attended the Carterton Lions Art Exhibition at the Community Centre. She also attended an Open Evening at the refurbished Cotswold Gateway Hotel in Burford and the following week attended a Food Bank Forum in Oxford which proved to be very informative. The Mayor enjoyed a dinner at the Said Business School in Oxford, and attended the *Cocktails in Carterton* networking event organised by the Carterton Chamber of Trade, with thanks to Cllr Scott for being the main organiser.

Last Saturday the Mayor attended the 47 Sqn Centenary Dinner in London, and she gave thanks to all those who attended the raising of the Commonwealth Flag yesterday on the

Carterton Market Square. She recently attended a meeting with Asda to discuss the Carterton Masterplan and the regeneration of the town centre and was pleased to report that they very much want to get involved. Finally, the Mayor reported that the Strategic Director at WODC has agreed to meet with her and the Town Clerk to further discuss the Masterplan and the Town Centre.

145 ADJOURNMENT FOR MEMBERS OF THE PUBLIC TO RAISE MATTERS

Mr Truman, a Trustee of the Carterton Football Club, provided an update for Councillors regarding the on-going development at the Club and the number and type of football activities currently being undertaken. He said they have the most successful team in Carterton of the last ten years and seven of the players are Carterton residents. Their biggest achievement has been the refurbishment and change of use of the downstairs function room, which has given much needed income and better facilities for the community. The biggest area of growth is Soccer Tots which is for ages six months up to three years. This is non-competitive and although it was only started a few weeks ago, they are already holding two sessions on a Sunday morning to meet demand.

Finally, Mr Truman said a mini tournament would be held at the Football Club this Sunday, 20th March, commencing at 11.00 am with 25 teams from around Oxfordshire taking part, and the Club would warmly welcome any Councillors who would like to attend.

The Mayor thanked Mr Truman for attending and providing such an informative update.

Mr Gavin Powell of the Carterton Squash Club spoke in reference to Phase 2 of the Carterton Leisure Centre and whether or not squash courts would be included. He advised Councillors of the recommendation of England Squash for a minimum of four squash courts for junior events and the need for a springy floor to reduce the incidence of injury.

The Mayor said that there would be a good deal of liaison with the District Council and a public consultation concerning all aspects of Phase 2 and she thanked Mr Powell for his input.

146 ADJOURNMENT FOR COUNTY COUNCILLORS TO RAISE ISSUES

Cllr Handley had given his apologies.

Cllr Owen said that on 19th February Cllr Handley had put in a request for repairs to the Carterton South Industrial Estate and the PEM No is 731394. Some action has been taken but further improvements are still necessary.

He spoke about the current issue of Devolution and the District Councils' suggestion that four unitary councils be formed, with the abolition of all existing councils including the County Council, and the establishment of a combined authority. He said that the Secretary of State will make the final decision.

Budget cuts are being implemented. Day Centre funding is under negotiation. Cllr Scott mentioned that the Shilton Road was closed for a week recently, but nothing was done about the flooding issue previously reported. Cllr Owen responded that the PEM number in this case is 731413 and he would make further enquiries.

A discussion took place regarding potholes in the Town. Cllr Owen had met with the Area Steward and had highlighted these issues. Cllr Mrs Wilson raised again the issue of parking on the grass verge in Boundary Lane and the Clerk responded that the land is not the responsibility of the Town Council and is not registered to anyone. If the Town Council

decided to take on this particular area and possibly others in the town, the financial implications would need to be considered very carefully.

Cllr Brennan mentioned the potentially dangerous condition of the road on Upavon Way, particularly near the Community College, and Cllr Owen said he would report it tomorrow.

Cllr Owen was thanked for his report.

147 CLERK'S REPORT

The Clerk's Report, copies of which had previously been circulated, was received. The Report is attached at Annex 'A' below.

148 PLANNING COMMITTEE

The Minutes of the Planning Committee Meetings held on 16th February and 1st March 2016, previously circulated, were noted.

149 FINANCIAL STATEMENT

The Financial Statement to 29th February 2016, set out at Annex B, was APPROVED. Detailed Income & Expenditure to 29th February 2016 was also APPROVED.

150 ACCOUNTS FOR PAYMENT

The Accounts for Payment for March 2016, set out at Annex C, had previously been circulated. Queries were raised by Councillors relating to litter and dog bins, bollards for the Market Square, the percentage paid for staff pensions, the cost of concrete bench bases, cutting of the Bowls Club hedge and the provision of a portaloo at the Allotments. The Clerk said he would respond to these queries after further investigation.

Council RESOLVED that the Accounts be APPROVED for payment.

Debit card transactions for March 2016, set out at Annex D, were NOTED.

151 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.

Confidential item follows.

152 APPOINTMENT OF AGENT TO MANAGE LEASE OF 1 STREATFIELD HOUSE

Confidential item.

The meeting ended at 8.50 p.m.

19 April 2016

Town Mayor

- 1 **Streatfield House Update** - The Council is seeking a tenant. Planning permission for the first floor has been submitted and we are awaiting a decision from WODC. There are a number of potential tenants for the ground floor. I have asked a local builder for an estimate for the conversion of the first floor; other estimates will be obtained. Although we have been in discussion with several people interested in occupying the premises on a temporary basis, nothing has come of these discussions. **Noted.**
- 2 **Town Centre** - I have held informal discussions with the Head of Strategic Planning at WODC to enable the process for the S106 funds to be released to the Town Council. **A number of Councillors stressed the importance of clarifying the process of receiving s106 funding.**

The project to deliver the hanging baskets and tubs is going according to schedule. **Noted.**

- 3 **Market Square** - Officers are in the process of obtaining quotes to complete the planning permission condition regarding the planting of trees. Also, benches will be sited in the Square. This will be subject of a report to the Amenities Committee and Council. **Cllr Scott also mentioned that the grass around the War Memorial needs cutting, and part of the guttering on the Town Hall is leaking.**
- 4 **Co-option of a Councillor** - A briefing paper containing the procedure for co-opting a Councillor will be circulated in the near future together with the applications of those who wish to be considered for the appointment. The co-option will take place at the Council meeting to be held on 19th April 2016. **Noted.**
- 5 **Social Media Workshops for Women** - The Project Co-ordinator for these workshops, organised by OCC and held at the Town Hall over the last few months, has written to thank the Town Council for its hospitality and to particularly thank the staff for their kindness, helpfulness and tolerance in the face of the waves of people coming through the doors. **Noted.**
- 6 **Community Emergency Plan** - The local Emergency Plan is being updated for 2016/17 and due to the resignation of Cllr Steward, who was one of the named contacts, I am asking for one or two Councillors to volunteer to be emergency contacts alongside Cllr Scott. **Cllrs M Brennan, Miss S Coul, N Leverton, Mrs M Mead and Mrs S Scott-Stovold volunteered to be emergency contacts.**

7 **Diary Dates** -

Tuesday 5 April	7.30pm	Planning and Policy & Resources
Saturday 16 April	11.00 am	Freedom Parade (Market Square)
Tuesday 19 April	7.30pm	Planning & Town Council

Ron Spurs
8 March 2016