

CARTERTON TOWN COUNCIL  
MINUTES OF THE MEETING HELD IN THE TOWN HALL  
ON TUESDAY 18 OCTOBER 2016  
COMMENCING AT 7.45 PM

Present: Cllr Mrs L Little - Town Mayor  
Cllr N Leverton - Deputy Mayor

Cllr R Brooks Cllr M McBride  
Cllr Mrs D V Bulley Cllr Mrs M Mead  
Cllr Miss S Coul Cllr D Melvin  
Cllr R Crapper Cllr P Scott  
Cllr Mrs C Delaney Cllr Mrs C Wilson

Officers: Tan Marchant – Assistant Town Clerk

Apologies: Cllr M Brennan, Cllr P Handley, Cllr Mrs S Scott-Stovold

Absent: Cllr Mrs N Miah

65 WELCOME TO CLLR JOHN HAYES

Cllr Mrs Little welcomed Cllr John Hayes as a newly elected Councillor for the Rock Farm Ward.

66 DECLARATIONS OF INTEREST

Cllr Scott declared an interest in Planning Application 16/03204/FUL.

67 MINUTES

The Minutes of the Meeting held on 20 September 2016, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Mayor.

68 TOWN MAYOR'S ANNOUNCEMENTS

The Teddy Bears Picnic was held on Alvescot Road Recreation Ground on Thursday 22 September, and the Mayor thanked Cllr Mrs Delaney and Cllr Mrs Mead for their help with the event.

The Mayor, together with the Town Clerk, Jo Smith and Jenny Withers, attended a meeting to discuss the future of Carterton Children's Centre, where advice was given on how to apply for funding and the next steps for taking over the Centre. She also met with Rich Belcher, Cllr Sarah Scott-Stovold and Will Barton to discuss the visit of the Small Business Saturday Tour Bus that would be coming to Carterton Market Square on 14 November.

The Mayor attended the RAF Falcons end of season Dinner at RAF Brize Norton. In association with Blesson Kallimel and Carterton Community Church, the first drop in session for free soup and coffee for senior citizens was held at the Town Hall on Thursday 6 October. Further sessions would take place on 3 November and 8 December. People who attended particularly valued meeting for a chat, especially those who lived alone.

The Mayor was invited to attend the opening of a new Playground near Gateway School in conjunction with the RAF Benevolent Fund. She was pleased to receive a visit from the Mayor of Thame where a possible joint fundraising opportunity was discussed.

#### 69 CLERK'S REPORT

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

#### 70 ADJOURNMENT FOR MEMBERS OF THE PUBLIC TO RAISE MATTERS

No members of the public were present.

#### 71 ADJOURNMENT FOR COUNTY COUNCILLORS TO RAISE MATTERS

Cllr Peter Handley had sent his apologies. Council welcomed Cllr Neil Owen to the meeting. Cllr Owen gave an update on the situation with devolution. The timescale for devolution was for implementation in April 2019. Reports from OCC and WODC both concluded that one single unitary council would be the cheapest operating scenario, costing £100M less than currently. There were concerns that local identity could be lost, but this could be helped by going with Option 6, which would mean one unitary council across Oxfordshire, but each District would have a management board of local councillors to enable local influence and decision making to be maintained. However, the process was currently at an impasse and could ultimately be decided by government ministers.

Cllr Owen and Cllr Handley had attended a Locality Meeting last Friday in Witney and reported some matters of interest on highway issues. He had written to David Cameron about the poor state of the roads. Cllr Scott asked whether there was any plan to improve the traffic flow at the town centre traffic lights. Cllr Mrs Little said she and the Clerk had talked to WODC and three models for improvements were awaited. Cllr Miss Coul asked whether the proposed switching off of streetlights would affect Carterton and Cllr Owen said he had spoken to the person in charge of street lighting who said that broken street lights would be repaired if there were safety issues. There was a concern for CCTV if streetlights were not working and Cllr Mrs Little proposed that the Council write a letter to OCC expressing the Council's concerns. Cllr Hayes asked whether anything was to be done about the state of the road towards Filkins as the hedges/verges were overgrown. Cllr Owen said he would discuss this with Highways. Cllr Melvin said some authorities had been using volunteers to carry out road repairs that OCC had been unable to undertake due to budget cuts. Cllr Owen said that the idea was a good one, but there could be issues around insurance and each case should be considered on its merits. Cllr Mrs Little thanked Cllr Owen for his support for Carterton.

#### 72 PLANNING COMMITTEE

Council received the Minutes of the Meetings of the Planning Committees held on 20 September and 4 October 2016. These were noted.

#### 73 AMENITIES & ECONOMIC REGENERATION COMMITTEE

Council received the Minutes of the Meeting of the Amenities & Economic Regeneration Committee held on 4 October 2016 and the following items were presented for approval:

- (a) Roundabouts. The Committee recommended to Council that UBICO clean, plant and turf the two roundabouts at Teasel Way and Broadshires Health Centre at a cost of £2,292.28 plus VAT.

Council RESOLVED to APPROVE the refurbishment of the roundabouts as detailed above.

(b) New Play Area at Empire Way. This playground had been installed on the new housing development at Swinbrook Park and West Oxfordshire District Council had approached the Clerk to offer a one-off payment of £71K for the Town Council to take over ownership and maintenance. Annual maintenance for the playground would cost approximately £2,500. The Committee RECOMMENDED to Council that this offer be accepted once it was established that no further playgrounds were to be covered by this funding. Confirmation is awaited.

(c) Alvescot Road Recreation Ground Pavilion Roof Repair. The inside of the Pavilion is currently being refurbished (free of charge) by local tradesmen in exchange for free use for football matches, but they do not have the expertise to repair the flat roof to the rear of the building that leaked severely during wet weather. The Committee recommended to Council that KJC Roofing repair the roof at a cost of £2,100 plus VAT.

Council RESOLVED to APPROVE the repair of the roof as detailed above.

#### 74 APPLICATIONS FOR FINANCIAL ASSISTANCE

RESOLVED that the Council in accordance with its powers under Sections 137 and 139 of the Local Government Act 1972 should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure here set out:

(a) Carterton Lanterns Project. Carterton Community Centre had applied for a grant of £750 towards providing a series of free and low-cost lantern making workshops in preparation for the Lantern Procession to take place at the town's Switch-on of the Christmas Lights on Friday 2 December. The money would go towards the cost of providing qualified creative leaders to host the workshops, and resources and materials to run workshops for local schools and community groups.

(b) Carterton Women's Institute. The WI had applied for a grant of £500 in order to purchase flame retardant material to make new curtains. The curtains would increase the level of insulation in the building as advised by a recent Energy Audit.

#### 75 FINANCIAL STATEMENT

The Financial Statement to 30 September 2016, set out at Annex B, was APPROVED.

#### 76 ACCOUNTS FOR PAYMENT

Cllr Scott asked for clarification of the Rates bill for 1 Streatfield House as he thought there should be an empty rate given that the building is unoccupied. The Assistant Clerk said that the property had been empty for nine months, yet the Rates bill had only just been raised, so she was confident that the empty rate had been previously applied. Cllr Scott also felt that the rateable value of the premises should be looked at, but the Assistant Clerk responded that this would be up to the incoming tenant to organise. Cllr Mrs Little asked what the s137 grant to Clean Slate was for and the Assistant Clerk said it was for a service run at Broadshires Health Centre, for which funding had been agreed by Council around six months ago. The arrangement was that Clean Slate would invoice the Council as needed and Councillors would be informed as the money was drawn down.

Cllr Mrs Mead asked whether the Council had paid for the new tables for the Town Hall before they were received. The Assistant Clerk said that it was a pro-forma invoice and the company would not deliver the items until payment was made.

Cllr Scott asked whether the Town Warden could be asked to litter pick the Alvescot Road Recreation Ground. The Council pay WODC to do it, but litter occurs between their scheduled visits. This would be checked by the Clerk. Cllr Leverton asked whether the Council should ask the gentleman who had been sleeping in a tent on the Recreation Ground to leave. Cllr Brooks said that a resident had raised a concern with him that there was a man sleeping in a shop doorway and wondered whether the Council could point him in the direction of agencies that could offer assistance. A list of contact numbers of agencies to call out of hours would be circulated to Councillors.

Council RESOLVED that the Accounts for Payment for October 2016, set out at Annex C, be APPROVED for payment.

77 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 items follow.

78 ALLANDALE YOUTH CENTRE

Confidential item.

79 CARTERTON FOOTBALL CLUB

Confidential item.

The meeting ended at 9.25 p.m.

15 November 2016

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Town Mayor

- 1 **IT Update.** The Council has approached three IT companies to carry out an audit of our systems with a view to future proofing our IT capability. Three reports will be circulated to the Administration Committee for further action shortly. **Noted**
- 2 **Trees for Market Square** – These should be planted next month. **Councillors welcomed this news, but planting should be arranged to avoid Remembrance Sunday.**
- 3 **Email from resident of Burford.** As Councillors will recall, I circulated an email from a resident of Burford requesting Carterton Town Council's support in opposing a new housing development in the town. The overwhelming view of Councillors was that an appropriate response would be: 'to support their concerns regarding access to and from the estate and to ensure that the relevant highway authority is engaged to manage traffic issues. Councillors noted that the new estate would increase traffic flow in Carterton.' **Noted**
- 4 **Diary Dates:**

Tuesday 1 November -	Planning and Administration
Sunday 13 November -	Remembrance Service & Parade - <b>please advise Stella if you will be attending the Service and Commemoration.</b>
Tuesday 15 November -	Planning and Town Council
Friday 2 December -	Christmas Lights Switch On
<b>Saturday 3 December -</b>	<b>Mayor's Christmas Carols on Market Square at 10.00am</b>
Tuesday 6 December	Planning Committee
Friday 9 December -	Council Christmas Meal at The Plough, Alvescot - <b>please contact Scott to advise him if you wish to attend.</b>
Tuesday 13 December -	Planning and Town Council
- 5 **Skatepark - Cllr Brennan asked if there was an update on the redevelopment of the Skate Park. Cllr Mrs Little said that the tendering process was under way and another consultation with users of the Park had taken place, with a view to commencing work in spring 2017**

**Ron Spurs  
12 October 2016**