

Carterton Town Council Annual Report 2018/19

Review of the last year by Town Mayor, Cllr Martin McBride

It has been a great privilege to be Mayor and represent Carterton in the wider community throughout Oxfordshire over the last year. With the help of my Deputy, Michele, and other Councillors, we have represented and portrayed the best of Carterton on 78 civic occasions.

The ongoing dispute with the previous Mayor and alleged misappropriation of charity funds has soured the operation of the Council in some respects. However, despite this the Town Council has achieved a number of successes. These include a very successful Fish n Chip Supper at Brownes Hall in September to celebrate Battle of Britain Day, raising over £800 for charity. We had marvellous support from members of the community and the schools on the preparations for Remembrance Day. I went to every primary school with Cllr Hatton to see their poppy making and thank them for their work. Anyone who saw the hanging display from the Mayors balcony cannot fail to have been impressed.

We then had the annual Christmas Lights switch on, preceded by the children walking from the College with their fantastic lantern creations. This year I chose as Mayor to walk with the children in the procession. Our VIP Guest, Robert Courts MP, helped by a local young man, switched on the lights. Over 200 lanterns were in the parade and we estimate over a thousand people enjoyed the evening.



More recently we have improved the areas in front of Costa Coffee and the parade of shops by removing the dead trees and overgrown vegetation. New trees have been planted and the area grassed over. Many positive comments have been received about the improvement.



We are currently consulting with residents concerning the future of the pavilion on the recreation ground and possible replacement with a new building fit for purpose.

I have started an "outreach programme", inviting members of the community to the Town Hall. The first two groups were pupils and staff from St Joseph's and St John the Evangelist primary schools.

The pupils had refreshments in the Mayors Parlour and then conducted a "mock council" meeting after they had elected their Mayor and Deputy. I hope to see some of them as young councillors in years to come.

Finally, a major success has been achieved by sound financial management of your money: we have been able to reduce the Town Precept by 26%. This is the part of your Council Tax that enables the Town Council to carry out its responsibilities.

Martin McBride, Town Mayor

Introduction

The Town Council looks after a number of local services and works hard to improve the quality of life for people living in Carterton. It seeks to enhance the attractiveness of the town as a place to live, work, visit and invest.

The services and facilities provided by the Town Council include Allotments, the Cemetery at Black Bourton, Civic Ceremonies promoted by the Town Mayor, Annual Events such as the St George's Day Dinner, Grants to Voluntary Organisations, Recreation Grounds, Play Areas, the weekly Market, the Town Hall for hire, upkeep of the War Memorial, and Willow Meadows.

The Town Council is not responsible for highways issues such as potholes, street lighting and road safety, all of which are the responsibility of Oxfordshire County Council. Waste collections, planning issues, council tax and business rates are the responsibility of the District Council.

Elmhurst Way Allotments



The Town Council was delighted to take over a new allotment site at Elmhurst Way in January 2019. The site had been developed by David Wilson Homes as part of the new Swinbrook Park development.

The allotment site has been fenced, plots marked out and laid with top soil, and a shed has been provided for each plot.

The new site has been very much welcomed as 'growing your own' has become more and more popular (and gardens on new developments have tended to become smaller).



Carterton Market



The Carterton weekly market is held on a Thursday approx. 8.00am-3.00pm. Regular stalls include fruit and veg, the buying and selling of gold and silver, cards and gift-wrap, clothing, garden plants, rugs and carpets, and bread and cakes. Other regulars include the burger van and the fish van.

Other traders who turn up from time to time include household goods, a pet stall, and various charity, craft and information stalls.

The Lloyds Bank mobile unit also comes to the market square on a Thursday, 9.30am to 3.15pm with a break for lunch.



Schools

Carterton has five primary schools and a secondary school offering a sixth form. Details of the schools are given below:

Primary Schools:

St Joseph's RC Primary School,
Lawton Avenue, Carterton, OX18 3JY

Carterton Primary School,
Burford Road, Carterton Oxon OX18 3AD

Edith Moorhouse Primary School,
Lawton Avenue, Carterton Oxon OX18 3HP

Gateway Primary School,
Netheravon Close, Carterton, Oxon, OX18 3SF

St John the Evangelist CE Primary School,
Bluebell Way, Shilton Park, Carterton, OX18 1JF

Secondary School:

Carterton Community College
Upavon Way, Carterton Oxfordshire OX18 1BU



**Carterton
Community
College**

Carterton Town Council

Carterton Town Council was established in 1985 when the Carterton and Black Bourton Parishes were split.

The Town Council offices are at the Town Hall, 19 Alvescot Road, Carterton, Oxfordshire, OX18 3JL. Tel: 01993 842156. Contact details and further information is on the community website - www.carterton.net. The Town Hall is open to the public from 9.30am to 4.30pm, Monday to Friday.

There are a variety of booklets and leaflets on display in the Town Hall giving useful local information, together with copies of the town map and the latest Town Guide. If you have any comments or queries, do call in and see if we can help. All contact details are on the website.

The Council and its Committees



The Full Council oversees all the activities of the Council and approves all financial expenditure. The main areas of the Council's work are currently covered by three committees:

The Administration Committee has delegated authority to deal with the following matters to conclusion:

- All financial matters except the setting of the Precept or borrowing of money.
- Staffing and establishment
- Matters referred by the Town Council or those not specific to another Committee
- To act as a Tender Sub-committee as and when necessary and to report the outcome of any tendering procedure to the relevant committee
- To consider incurring expenditure on behalf of the council which is of such extreme urgency that it must be done at once, up to a maximum of £10,000. Such expenditure must be reported to the Council at the first opportunity, and in considering such action the relevant Committee Chair(s) will be consulted.
- To review Human Resource policies and relating to current employment law as recommended by the Town Clerk.
- Any matters delegated by Full Council
- Any matters emanating from Grievance and Disciplinary procedures contained in the Contract of Service applicable to all members of staff employed by the town council
- To discuss with the Town Clerk issues relating to staffing levels and re-grading, pay levels and staffing structures and make recommendations to the Full Council as required

The Committee also oversees the following reserved matters:

- Budget estimates, to be prepared no later than November of each year.
- All matters of policy
- Internal audit reports
- Draft budget to be reported to Full Council
- Monitor income and expenditure within the budget Estimates approved by the Town Council, and make necessary recommendations

- Any other matter referred to the Committee by the Town Council
- To review annually the Council's:
 - Financial Regulations
 - Risk Assessment
 - Standing Orders
 - Code of Conduct

The Amenities & Economic Regeneration Committee is responsible for administration, maintenance and use of:

- All public open spaces
- Children's play areas
- Cemetery
- Town Hall
- Street Scene Furniture
- Setting of fees, terms and conditions of use and provision of equipment for areas under the Town Council's control.
- Liaison with community organisations which have an interest in recreational facilities in the town.
- Equipment within the committee's areas of responsibility not under the control of any other Committee.

In addition, to consider and make recommendations to the Town Council on the following matters:

- All major development proposals affecting the environment of the town centre and the town as a whole
- Footpaths, bridleways and rights of way
- Delivery of the Carterton Masterplan
- Provision of additional recreational facilities deemed necessary or desirable
- Provision of land for Cemetery use
- Improvements to services within the Committee's sphere of responsibilities
- Provision of Children's Play equipment sites

The Planning Committee is responsible for:

- Consideration of all planning applications sent for consultation by West Oxfordshire District Council.
- Commenting on behalf of the Town Council on planning applications having due regard to the Town Council's policies.
- Dealing with requests for street naming.
- Dealing with consultation on requests for street trading licenses.
- Dealing with any matters pertaining to the Licensing Act 2003.

Full details including dates and times of meetings can be found on the community website and on the noticeboard outside the Town Hall.

Town Councillors

Carterton's sixteen Town Councillors represent the five wards in the town. They are elected every four years, and the next election is due to take place in May 2019.



Jill Bull



Dee Bulley



Suzi Coul



Roger Crapper



Chris Delaney



Elaine Hatton



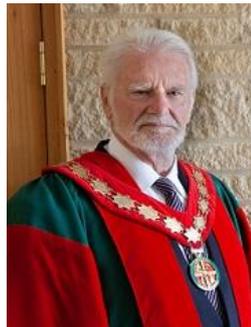
John Hayes



Nick Leverton



Lynn Little



Martin McBride



Michele Mead



David Melvin



Phil Scott



Sarah Scott-Stovold



David Wesson



Carol Wilson

Councillors serving during 2018/19 are listed above. Details of the five wards to which each Councillor belongs are available on the website.

CHAIRMEN

The Mayor, Deputy Mayor and Chairmen of the various Council Committees are elected annually in May. During 2018/2019 the following Councillors held office:

Town Mayor

Councillor Martin McBride

Deputy Town Mayor

Councillor Michele Mead

Chairman Administration Committee

Councillor Suzi Coul

Chairman Amenities and Economic Regeneration Committee

Councillor Michele Mead

Chairman Planning Committee

Councillor David Melvin

Town Councillors do not receive any payment or allowance for attending meetings or for carrying out any Council business.

Council Responsibilities

The Town Council maintains two recreation grounds, one at Alvescot Road and the other at Swinbrook Road, as well as seven children's play parks, squash courts, the Allandale Youth Centre, 23 acres of water meadows for public access at Willow Meadows, The Dell Skatepark with a BMX track, the Queen Mother's Garden and numerous open spaces throughout the town.

Empire Way Playground

Play equipment was installed by developers in Empire Way on the new Swinbrook Park development.

The responsibility for this play area has now been handed over to the Town Council by David Wilson Homes.

**Planning**

The Town Council is a statutory consultee on all planning applications. As such it is responsible for commenting on all applications which fall within the Town. These comments are passed to West Oxfordshire District Council, who take them into account when reaching planning decisions.

The Town Council has considered 80 planning applications during the 2018/19 year.

Grants to Voluntary Groups

Grants and donations are awarded by the Town Council at Full Council Meetings, to community groups and other non-profit making organisations that meet the Town Council's strict guidelines and criteria. Any grant approved by the Council must benefit the local community.

During 2018/2019 the Town Council awarded the following grants totalling more than £51,000: -

ORGANISATION	PURPOSE OF GRANT	AMOUNT PAID
Carterton Family Centre	Contribution to running costs	£30,000
Carterton Day Centre	Contribution to general repairs	£2,000
OXPIP	Funding for Carterton families	£2,000
Carterton Community Centre	Funding for Lantern Project	£1,000
Cotswold Flower Club	To cover cost of Demonstrators	£1,000
Carterton Football Club	Funding for new equipment	£5,000
Elmhurst Way Allotments	New Allotment costs	£3,855
Carterton Community Centre	Further funding for lantern project	£1,292.30
Clean Slate	Contribution to funding costs	£1,105
Life Education Wessex	Funding for Harold and The Life Bus Project	£275
Carterton Celebrates	Funding for this event	£1,700
Volunteer Link-Up	Funding towards running costs	£500
Open Gardens Committee	Funding towards schools' involvement	£1,050
May Day Fair 2019	Funding	£750

Council Staff 2018/19:

Clerk of the Council:	Ron Spurs
Assistant Town Clerk:	Tan Marchant
Administration Officers:	Stella Catt, Teresa Whitford, Katie Zasada
Town Warden:	Alex Fleming
Cleaner/Caretaker:	Denise Archer

April 2019