

**CARTERTON TOWN COUNCIL**  
**Annual Report 2010/11**

**Mayor's Report**



The Annual Report provides an opportunity to take stock of the last year. The economic downturn has meant that everyone has been operating in difficult conditions.

The past year has seen a number of significant developments within the town. The transfer of functions from RAF Lyneham to RAF Brize Norton has had a significant impact on our town. A massive building programme on the base will soon be matched by building in the town. The dilapidated old married quarters are being pulled down and planning permission is being sought for 750 houses on the two REEMA estates. When completed, these will transform a large central area of Carterton. We look forward to welcoming those service personnel and their families who will be moving from Wiltshire to our town.

While the transfer from Lyneham has been in the planning, we have seen a fall in population, which has had a significant impact on our schools. This trend should be reversed by the end of this year. In fact, we may find that we have insufficient capacity in some areas such as medical services. It is difficult to plan when there are so many uncertainties but the Town Council has made strenuous efforts to ensure that the right people are talking to each other and that they will continue to do so.

As many will know, the repatriations of servicemen and women killed in action will return to RAF Brize Norton in the summer and we have been working with the other public authorities to ensure that each repatriation is a dignified and solemn event.

During the year the Town Council has taken an active role in assisting WODC in its consultation exercise on the local development framework. The scale and location of future development is a sensitive issue and one which will have a long-term impact on the town. The Town Council has, on the basis of the information currently available, expressed a preference for new development to the west of the town. We are now waiting to see what recommendations will emerge from the District Council.

During the year, we learnt that as part of significant budget cuts, the County Council would be withdrawing all its funding from youth provision within the town. The Town Council has always been proactive in supporting the youngsters of Carterton and we are working with a range of other organisations to put together a package which we hope will allow Allandale House to continue as a base for youth work.

Frustratingly, there are three areas where no progress has been made. We have failed in our efforts to attract a family pub restaurant and hotel to the town - but perhaps this is a sign of the economic downturn. The economy may also be to blame for the fact that there has been no progress on the building of the new Aldi store in Alvescot Road, or redevelopment of the old Osprey pub site.

On a more positive note, we are hugely proud of the newly refurbished play area on Alvescot Road Recreation Ground. We were fortunate in having secured £120,000 in grants for this project, meaning that we only had to use a small amount of our cash reserve. At the time of writing all the new play equipment is in place, although we still need to produce the detailed design for the central performing space.

The Carterton Fast Forward Project is now in its eighth year and continues to provide a fine example of how much can be achieved with community involvement. The Project Manager is currently working on setting up a Job Club for those people looking for work. It will be the only such Club in the area and we expect it to generate lots of interest.

The Council recognises that law and order is a concern to residents and has continued discussions with the police with a view to achieving higher profile policing in the town. We have joined with WODC to provide CCTV which has been in place for several months and has already played a role in reducing criminal activity in the town centre.

During my year as Mayor I have been hugely privileged to meet many interesting people. I have continued with my fundraising for charity. The Town Council is only one of many organisations working within the town and I would like to thank those who have helped us in our efforts. We have demonstrated that partnership-working can and does deliver.

I should like to end by thanking my fellow Town Councillors and the Town Hall staff for their continuing support.

*Norman MacRae MBE*  
*Town Mayor*

## Introduction

This Report describes the main achievements of Carterton Town Council during 2010/11. It also gives details about the services provided by the Council.

## About the Town



Carterton, the second largest town in West Oxfordshire, is situated some 7 miles south west of Witney. The town lies on the edge of the Thames Valley and is close to the Cotswold area of outstanding natural beauty. The population of Carterton has more than trebled in size during the last 30 years, to a present total of about 15,000.

Much of this high development rate has been due to the presence of the adjoining RAF Brize Norton air base. Carterton is rightly proud of its close and friendly relationship with the Royal Air Force, which is the largest employer in the area. Other local employment is found on the Southern Industrial Estate where there is a wide range of firms of all sizes. For employment further afield, Carterton is conveniently located for Oxford, Swindon, Cheltenham, Witney and Faringdon.



Carterton grew rapidly through the 1960s, 70s and 80s without any compensating provision of public leisure services. However, the current planned

growth will be matched by improvements to the town centre and local facilities. The Town Council is working with West Oxfordshire District Council and Oxfordshire County Council to attract new shops and businesses to the town and also to provide much needed sport and leisure facilities.

## Employment

The 1991 Census statistics revealed approximately 5,000 jobs in Carterton, of which a significant proportion were at RAF Brize Norton. About 50% of the town's residents commuted to work outside Carterton. Since then, the number of jobs outside the base has been increased both by the development of the District-owned industrial estate off Black Bourton Road and by the new retail and commercial development in the town centre.

We hope that the attraction of Carterton to major employers will continue to increase with the completion of the link road to the A40.

## Carterton Town Council



The Town Council Offices are at the Town Hall, Alvescot Road, Carterton, Oxon, OX18 3JL. Tel 01993 842156, Fax 01993 844898. Email: [jeustace@carterton-tc.gov.uk](mailto:jeustace@carterton-tc.gov.uk) or go to the website: [www.carterton-tc.gov.uk](http://www.carterton-tc.gov.uk). The Town Hall is open 9.00 a.m. to 4.30 p.m., Monday to Friday.

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

## 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 covered by a number of Committees. These are Administration, Planning, Policy, Recreation, Traffic and Fire.

The Council meets at 7.45 p.m. on the third Tuesday of each month (except in December when it meets on the second Tuesday). The Planning Committee meets at 7.30 p.m. on the first and third

Tuesday of each month. Meetings of the Recreation, Policy and Administration Committees take place on a Tuesday 4 times a year, and the Traffic and Fire Committees meet twice a year. Other Committees meet by agreement. Members of the public and press are welcome to attend any of the Committee meetings.

### **Town Councillors**

Carterton's sixteen Town Councillors represent the five wards in the town. They are elected every four years. The next elections are in May 2011.

Councillors serving during 2010/11 are listed below:

#### **Gateway Ward:**

Councillor Mrs. L. Walcott  
112 Queens Road, Carterton  
Councillor W.O. Walcott MBE  
112 Queens Road, Carterton

#### **Shillbrook Ward:**

Councillor Mrs. D.V. Bulley  
53 Swinbrook Road, Carterton  
Councillor Mrs. M. Crossland  
111 Burford Road, Carterton  
Councillor E. Wearing  
24 Burswin Road, Carterton

#### **Upavon Ward:**

Councillor B. Crossland  
111 Burford Road, Carterton  
Councillor N.A. MacRae MBE  
10 Hibiscus Way, Carterton  
Councillor P.L. Scott  
39 Alvescot Road, Carterton  
Councillor A.D. Coomber  
132 York Road, Carterton  
Councillor Mrs S E. Stone  
7 Humphries Close, Carterton

#### **Rock Farm Ward:**

Councillor Miss E. L. Liston  
11 Lawton Avenue, Carterton  
Councillor Mrs C. MacRae  
10 Hibiscus Way, Carterton  
Councillor Mrs N. J. Miah  
2 Willow Drive, Carterton

#### **Milestone Ward:**

Councillor R. Crapper  
13 Corbett Road, Carterton  
Councillor A. Farmer  
29 Corbett Road, Carterton  
Councillor P. Madden  
33 The Crescent, Carterton

All Councillors can be contacted via email. Please see our website for further details.

### **OFFICES**

The Mayor, Deputy Mayor and Chairmen of the various Council Committees are elected annually in May. During 2009/2010 the following Councillors held office:

#### **Town Mayor**

Councillor Mrs M Crossland

#### **Deputy Town Mayor**

Councillor N.A. MacRae MBE

#### **Chairman Administration Committee**

Councillor B. Crossland

#### **Chairman Recreation Committee**

Councillor A.D. Coomber

#### **Chairman Policy Committee**

Councillor A Farmer

#### **Chairman Planning Committee**

Councillor Mrs D V Bulley

#### **Chairman Traffic Advisory Committee**

Councillor Mrs. D.V. Bulley

#### **Chairman Fire Advisory Committee**

County Councillor J. Couchman

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

### **Staff**

#### **Clerk of the Council**

Janet Eustace

#### **Assistant Town Clerk**

Tan Marchant

#### **Administrative Assistant**

Stella Catt

### **Council Facilities**

The Town Council maintains two recreation grounds, one at Alvescot Road and the other at Swinbrook Road, four children's play parks, squash courts, 23 acres of water meadows for public access at Willow Meadows, The Dell Skateboard Park with a pump track, the Queen Mother's Garden, and numerous open spaces throughout the town.



The Council provides allotments in Kilkenny Lane and a burial ground in the village of Black Bourton. The Council also pursues an active policy through direct action or grant aid measures to improve and enhance the general environment and condition of the town.

The Council runs Carterton Market each Thursday, when the top end of Black Bourton Road is closed to provide a site for a street market. Stalls include fruit and vegetables, clothes, plants, meat, fish, cheese, sweets, pet provisions and jewellery.

### **Carterton Fast Forward**

The Council secured funding in 2002 from the Countryside Agency to allow it to employ a consultant to carry out a Market Town Healthcheck. The Carterton Check (known as Carterton Fast Forward) was published in 2003. The Countryside Agency provided a further package of funding to help the Council employ a Project Manager to take forward the 49 projects. Many organisations and individuals have worked to bring these projects to a successful conclusion. During the last year progress has been reviewed and the original aims of the project revisited. New priorities have been identified and the project continues with the help of a number of dedicated volunteers.

### **A Quality Council**



In 2008, the Town Council was recredited as a Quality Town. The Council was initially given this status in 2004: the first town or parish council in Oxfordshire to achieve this distinction. The Quality scheme was launched by the Government in 2003 to provide an independent assessment of the effectiveness of local councils. Those Councils awarded Quality status are assessed as being representative, competent, well managed and able to take on an enhanced role. Using grant aid from the Quality Council Fund, work is underway to expand the services provided at the Town Hall. We have provided an integrated travel information point and were able to give out travel tokens to eligible residents until the scheme ended in March 2011. Carterton has also been awarded Beacon Status for its CFF work.

### **Carterton Community Centre**

Carterton Community Centre on Marigold Square was completed in November 2008. It is owned by the Town Council and leased to a company which is limited by guarantee and which is also registered as a charity. The Management Company employ part-time staff. The Centre is proving to be a

popular venue for a wide range of social and community events.

### **Recreational Facilities**

Carterton leisure centre, run by Nexus Leisure on behalf of the District Council, opened in November 2003 and continues to be very popular. The District Council has also recently provided a new adventure playground at the western end of the country park. In early 2101 the Town Council refurbished The Maples play area. This project involved working with local residents to take account of their views. The result is an attractive community space which includes a number of elements which can be used for play.



During 2010/11 the Council has carried out a major refurbishment of the play area on the Alvescot Road Recreation Ground. This involved consulting groups of children but also other groups and individuals who use the park or who live close to it. The result is an attractive and exciting play area with equipment (including some fitness equipment) that appeals to all age groups.

The Council and RAF Brize Norton combined forces each March to hold a 10K road run around the town. This attracts more than 200 runners each year.

### **Planning**

The Town Council is a statutory consultee on all planning applications. As such it is responsible for commenting upon all the 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 more than 100 applications during the year.

### **Promoting Carterton**

Carterton is a town with a great sense of community and is fortunate to have many residents who give willingly of their time and energy. The Council is now looking at ways to promote the town to the outside world. The Town Council website will be redesigned over the coming months

to give a fuller view of activities within the town. The production of a quarterly newsletter continues and provides a useful link between the Council and residents.

### Carterton Youth Council

The Youth Council, one of the first in Oxfordshire, was established in 2007. Youth Councillors are elected to represent schools, churches and other organisations and serve for 12 months. The Youth Council has raised funds for charity and taken part in facilitated discussions on how to help combat antisocial behaviour. Youth Councillors have established a website aimed at youngsters. The Youth Council has advised the Town Council on its funding priorities and has successfully secured funding for projects within the town. The Youth Council was actively involved in the redesign of the Alvescot Road Recreation Ground play area.

### The Civic Function

The Council has continued to play an important Civic role. The Mayor represents the Town at various functions throughout the County and has also undertaken a number of local engagements, including attending many events organised by clubs and organisations based within Carterton.



This year, the Mayor and Mayoress arranged an Apprentice Town Criers competition which attracted a large number of entries. The 22 finalists 'cried' from the Town Hall balcony to a large gathering of friends and supporters.

### Highways and Traffic

Oxfordshire County Council is responsible for Highways matters but the Town Council has a Traffic Committee which takes an active interest in Traffic issues, advising the County Council of matters of local interest. During the year this Committee raised a number of issues with the County including road safety in the centre of town, speed limits, the siting of bus stops, the resurfacing of roads and vandalism to traffic signs and signals. Due to the bad weather in the winter the roads are now in a very poor condition and the

Town Council is constantly pressing OCC to carry out the necessary repairs.

### Grants to Voluntary Groups

The Council gives financial support to a number of local clubs and organisations. During the year the Town Council awarded the following grants:

Organisation	Purpose of grant	Grant
Allotments	Security	£500
Transplant Association	Transplant Games	£300
St John's School	St George's Day Competition	£500
Kilkenny Cricket Club	Equipment	£1,895
Windrush Valley Boxing Club	Equipment	£952
Carterton Play Rangers Project	Summer activities	£1,500
Carterton Bowls Club	Repairs to Safety Barriers	£1,000
U3A Genealogy Group	War Memorial book	£500
Mind In Carterton	Therapy sessions	£1,170
Get Stuck In	Summer activities	£1,000
Community College	Carterton Race Team	£1,000
Citizens Advice	Running Costs	£1,500
St Joseph's School	Vegetable beds	£450
Air Training Corps	Minibus	£2,000
Open Gardens	Pots & Seeds	£75
Youth Council	Gazebo	£250

### How your money is spent

The net budget for 2011/12 is £323,400, which is the same as in the current year.

Nearly £200,000 has been allocated to recreation in the forthcoming year. This includes the maintenance of the Council's land and facilities and of many of the verges in the town. All this work is carried out by contractors and is re-tendered every three years. The Recreation budget also funds the Christmas lights and the planned improvements to the planting in the town centre

*For further information about the Town Council, contact the Town Hall on 01993 842156 or visit [www.carterton-tc.gov.uk](http://www.carterton-tc.gov.uk).*