

CARTERTON TOWN COUNCIL  
MINUTES OF THE MEETING HELD IN THE TOWN HALL  
ON TUESDAY 17 MARCH 2020  
COMMENCING AT 7.00 PM

Present: Cllr M Mead – Chairman  
Cllr N Leverton - Vice-Chairman

Cllr S Baylis	Cllr C James
Cllr J Bull	Cllr D Wesson
Cllr R Crapper	Cllr K Wood
Cllr E Hatton	

Apologies: Cllr C Cook, Cllr M Crossland, Cllr P Handley, Cllr M McBride,  
Cllr D Melvin, Cllr L Little, Cllr J Sangster

Officer: Ron Spurs – Town Clerk

In attendance: Cllr N Field-Johnson, County Councillor

#### 180 DECLARATIONS OF INTEREST

Cllr Baylis declared a non-pecuniary interest in Item 200 due to her involvement in the Community Bus project. Cllr Wood declared an interest in Item 195, Accounts for Payment, as an Allotment holder.

#### 181 MINUTES OF THE LAST MEETING

The Minutes of the Meeting held on 18 February 2020, previously circulated to Members, were approved as a true record and signed by the Chairman, with the following amendments.

Under Cllr Mead's District Councillor report, Local Plan should read Council Plan. Cllr James' declaration of interest was regarding Carterton Celebrates rather than Open Gardens.

#### 182 PLANNING COMMITTEE

Council received the Minutes of the Meeting of the Planning Committee held on 18 February 2020, which were noted.

#### 183 ADMINISTRATION COMMITTEE

The Minutes of the Meeting of the Administration Committee held on 3 March 2020 were approved.

#### 184 URGENCY COMMITTEE

Council received the Minutes of the Meeting of the Urgency Committee held on 22 January 2020, convened to approve payments of £255 (listing fee) and £400 (approximate disbursement fees) to Knights Solicitors in relation to the Cllr Little Court Case.

The minutes were noted.

## 185 TOWN MAYOR'S ANNOUNCEMENTS

The Mayor attended the following events:

19 February – Carterton Lions Art Exhibition private viewing, which included artwork by the primary schools.

21 February – Together with the Town Clerk, attended a Business Breakfast at Carterton Community College. Contributors were mostly the big businesses and it would have been nice to see some of the smaller local businesses.

21 February – Together with other Town Councillors, attended the official opening of Phase 2 of Carterton Leisure Centre.

7 March – Didcot Town Council Charity Dinner, entertained by local dance groups and a young busker.

12 March – Helped to judge for the Have Your Say competition run by Witney Rotary Club and TVP. Secondary schools in West Oxfordshire all came together to have their say on ideas to spend a virtual £30,000 to improve their community. All wanted more youth provision, particularly a space created for themselves, such as a café or allotment. The winning school was Marlborough, who were given a £100 prize.

All the Mayor's functions have been cancelled for the next two months due to the coronavirus pandemic. This includes the St George's Day Dinner. Councillors will be updated regularly on the workings of the Council with the ongoing situation and the Town Council would follow the necessary legislation as matters evolve.

## 186 CLERK'S REPORT

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

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

There were no members of the public present.

## 188 ADJOURNMENT FOR COUNTY COUNCILLORS TO RAISE MATTERS

Cllr Field-Johnson's March Report had been circulated to Councillors. The report highlighted the following:

(a) Storms Ciara and Dennis. The emergency services and Highways team had been busy dealing with flooding and debris arising from the storms in February.

(b) Repair and reuse of small electrical items. A new scheme to reuse electrical items has been set up with drop off points in local libraries, including Carterton Library. The items would then be collected by two charities, Bicester Green and Orinoco, for repair and reuse.

(c) Winter Warmth website. This is a new site set up to help vulnerable residents receive support and funding for home repairs.

(d) Youth Opportunities Fund. Launched in 2016, this £1 million fund provides grants for local groups to provide services for children. The successful bids would receive grants of up to £70,000 over the next few months.

(e) Dementia friendly Council. OCC is implementing plans to become a dementia-friendly organisation. The aim is to develop awareness, understanding and support for vulnerable residents and staff impacted by dementia. The Alzheimer's Society held a training session for

staff and councillors in February. The next step would be to develop dementia friendly communities across Oxfordshire.

Cllr Field-Johnson said he would pledge £5,000 towards the Community Bus Project if the Council support it. A presentation had been expected but had been cancelled due to the coronavirus. The project would be discussed in the closed section of the meeting.

He said that Burford Town Council have set up an emergency action team for their town and he asked whether anything similar was happening in Carterton. The Mayor said that there is a large and well organised Facebook group called Carterton & Brize Coronavirus community assistance group set up to support anyone in need at this time.

Finally, he said that contractors will be dredging the flooded underpass on Upavon Way to assess the condition of the pumps. A decision would then be made as to whether to repair the pumps or replace the underpass with a crossing.

The Mayor thanked Cllr Field-Johnson for his report.

#### 189 ADJOURNMENT FOR DISTRICT COUNCILLORS REPORTS

(a) Cllr Bull – Carterton North West and Inclusion Champion. The public were raising concerns over the muddy condition of Jasper Lane relating to the new housing development at Linden House. Cllr Mead said this was being dealt with by the Planning Department.

(b) Cllr Crossland – Carterton North West. Not present.

(c) Cllr Leverton – Carterton South and Armed Forces Champion. He attended the Carterton Lions Art Exhibition. Together with the Clerk, he met with Brian Crossland DL and two RAF personnel to discuss funding from the Military Covenant Fund to support local schools. He attended another meeting to discuss the Covenant hosted by the military and County Council at Abingdon Barracks. He attended the Armed Forces Breakfast Club at the White Hart in Minster Lovell. On Wednesday last week he attended the Army and Navy Club for the SERFCA AGM.

(d) Cllr McBride – Carterton North East and Deputy Chairman of the WODC Environment Committee. Not present.

(e) Cllr Mead – Carterton South and Cabinet Member for Health and Leisure. She had been busy keeping up to date with the ongoing coronavirus pandemic. Councillors could find out more on the gov.uk website. The District Council had recently approved its Budget, which did not highlight any significant changes.

The Mayor thanked the District Councillors for their reports.

#### 190 APPLICATIONS FOR GRANT FUNDING

(a) Edith Moorhouse Primary School PTA. The PTA are seeking a grant of £1,000 to go towards a total of £2,850 to make safety improvements to their outdoor wildlife area and pond.

Council RESOLVED to APPROVE a grant of £1,000.

(b) Carterton Gymnastics Club. The Club are seeking a grant of £2,799 to purchase a piece of Vault equipment.

Council RESOLVED to APPROVE a grant of £2,799.

191 AMENITIES WORKS FOR AUTHORISATION

(a) Bee Bombs. Purchase of sufficient Bee Bombs to seed an area of 252.25 sqm at a cost of £434.02, which includes VAT. The areas to be seeded were the footpath between Bracken/Heather Close, to the front of the Squash Club and around the Community Centre car park. Councillors asked whether the wildflowers would seed themselves each year.

Council RESOLVED to APPROVE the purchase of seeds for these areas.

(b) Standard Column Flower Basket Bracket. Purchase and installation of new column to replace the broken one recently removed from Black Bourton Road at a cost of £1,500. This is the subject of an insurance claim.

Council RESOLVED to APPROVE the purchase of a new Column.

192 FINANCIAL STATEMENT

The Financial Statement to 29 February 2020, set out at Annex B, was noted.

193 INCOME RECEIVED

Income Received during February 2020, previously circulated, was noted.

194 DEBIT CARD TRANSACTIONS

Debit Card transactions during February 2020, previously circulated, were noted.

195 ACCOUNTS FOR PAYMENT

Council RESOLVED that the Accounts for March 2020, set out at Annex C, be APPROVED for payment.

196 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.

197 CONFIDENTIAL ITEM 36 OF THE ADMINISTRATION COMMITTEE MINUTES  
OF 3 MARCH 2020

Confidential item.

198 TOWN HALL REFURBISHMENT

Confidential item.

199 CARTERTON FOOTBALL CLUB LEASE AND GRANT REQUEST

Confidential item.

200 WEST OXFORDSHIRE COMMUNITY TRANSPORT – PROPOSED NEW BUS  
SERVICE

Confidential item.

The meeting ended at 8.45 pm.

21 April 2020

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Town Mayor