

**CARTERTON TOWN COUNCIL  
MINUTES OF THE MEETING OF THE  
AMENITIES AND ECONOMIC REGENERATION COMMITTEE  
HELD AT THE TOWN HALL ON TUESDAY 1 FEBRUARY 2022  
COMMENCING AT 6.00 PM**

Present: Cllr K Wood Vice-Chair  
Cllr J Bull (ex-officio)  
Cllr R Crapper  
Cllr P Handley (from Item 24)  
Cllr N King  
Cllr N Leverton (ex-officio)  
Cllr L Little  
Cllr D Wesson

In attendance: Cllr S Baylis  
1 x member of the public

Apologies: Cllr M McBride

Officers: Ron Spurs – Town Clerk  
Kay Linnington – Deputy Clerk

22 DECLARATIONS OF INTEREST

Cllr King declared an interest in Item 25(c), Adoption of Unregistered Land, as she lives in Home Close.

23 MINUTES

The Minutes of the Meeting held on 28 September 2021, previously circulated, were approved as a true record and signed by the Vice-Chair. Cllr Little abstained.

Cllr Little said that a point she raised about a community garden at the meeting had not been included in the minutes. A sum of £350 had been put aside for it in 2017 and she had asked whether both projects could join forces. The Clerk would check and get back to Cllr Little.

24 ADJOURNMENT FOR PUBLIC TO RAISE MATTERS

A member of the public asked what adoption of unregistered land entailed, particularly in relation to the pathway from Burford Road to the Recreation Ground. The Clerk said that there are various parcels of land around the town that are not owned by anyone and the Council sought to adopt the areas detailed at Item 25 below so that they could be maintained by the Council.

25 PROJECTS UPDATE

The Deputy Clerk's report giving an update on the current projects had been circulated with the Agenda.

(a) Adoption of unregistered land

Officers were currently working with OCC and Land Registry regarding adopting the following:

- Brownes Lane. The history of ownership had never been exactly determined. Discussions were ongoing to adopt the lane. Cllr Leverton suggested including the original pathway to secure access for the public.
- Footpath from Burford Road to Alvescot Road Recreation Ground. Cllr Handley expressed concern about the large pothole between Lloyds Chemist and Costa and said it could cost in the region of £11,000 to fill this in. It was noted that the footpath extended right up to the Burford Road, which could include this pothole. Work continued to adopt this pathway so that this problem can be addressed.
- Small pockets of land in Richens Drive, Edgeworth Drive and Lavender Place.

(b) Footpath and cycleway proposal

The footpath leading from Arkell Avenue onto Alvescot Road Recreation Ground is currently for pedestrians only. Cllr Baldwin had suggested that Council should look into whether it was feasible to make this a cycleway also. Discussions with OCC were ongoing.

(c) Home Close footpath

This unofficial pathway has been used extensively by residents for over 20 years for access between Home Close, Richens Drive and the adjacent RAF housing. It consists of a gap in the fence and 8-10m of grass that becomes slippery in wet weather and presents a hazard for those with pushchairs and the elderly. Discussions have taken place with Ubico regarding improving the pathway with a safer surface and a quote has been requested.

(d) Sensory Garden project

The Trefoil Guild is working with the Town Council to develop the Sensory Garden on the small area adjacent to the Market Square. Emma Phillips at WODC has supplied planters, chimes, fertiliser, paintbrushes etc and the groundworks should be carried out in February. Pam Howard and Mandy Bray from the Trefoil Guild would look into wording for the plaque to go on the rear wall, with the permission of the owners, and also the plaque to go on the bench. The Council's electrical contractor would be updating the Town Hall fuse board to accommodate a water feature for the Garden.

(e) Finger post signage

Emma Phillips, Market Town Officer at WODC, had approach the Council asking if Carterton would like a finger post installed to help visitors locate important places/landmarks in the town. The cost would come from WODC's Revitalisation of Market Towns budget. OCC Highways would be made aware. The signs would be white with black lettering, with the proposed wording as follows:

- Town Hall, Market Square
- RAF Brize Norton
- Family Centre
- Industrial Estate

Cllr Little requested that a fifth sign be included pointing to Carterton Community Foodbank at the Methodist Church.

(f) Garden project – land adjacent St John’s School

Meetings had taken place with the headteacher of St John’s Primary School and officers from Ubico to design and cost the creation of a small garden and path for the community and school. Cllr McBride is leading on this project as he is a Governor at the school.

The above report was noted.

26 BLACK BOURTON CEMETERY – CONSECRATION

The Cemetery has a section left un-consecrated when the new extension to the burial ground was consecrated in 2004. This area, consisting of fifteen spaces, is reserved for those who do not wish to be buried in consecrated land. To date there have been no applications to the Council for a family member to be buried in this section.

The Committee were asked to consider whether to recommend to Council that twelve of the fifteen spaces be consecrated to increase the number of burial plots available for use in consecrated ground, thereby increasing the longevity of the Cemetery by 12-18 months.

Initial enquiries have been made to the Registry Office at the Oxford Diocese and, before they can formally set the process in motion, they would require confirmation that the Council have considered Section 5 of the Local Authorities’ Cemeteries Order 1977 relating to the availability of non-consecrated land. Retaining three plots for burials in un-consecrated ground would satisfy the criteria. If Council wish to proceed, a date would then be arranged for the Bishop of Oxford to consecrate the land.

The difficulty in finding suitable land for a new cemetery was noted and the Committee agreed that consecrating some of the remaining section would extend the life of the cemetery in the meantime. Cllr Handley suggested a piece of land outside the boundary of the town that could be investigated.

The Committee **RESOLVED** to **RECOMMEND** that Council approve the consecration of fifteen spaces, leaving three spaces un-consecrated as detailed above.

27 TREE PLANTING PROJECT

The Clerk gave a verbal update on the project. The first phase, to plant 33 trees along Brize Norton Road, has been completed at a cost of £37,000. The trees were planted as part of The Queen’s Green Canopy to mark the Platinum Jubilee and a plaque to this effect would be installed next week. A report would go to the next Council meeting relating to the next phase of the project.

Cllr Little asked for details of the trees and who the Clerk had approached to seek funding. The Clerk would reply to Cllr Little in due course.

28 WORK FOR AUTHORISATION

Drain work at Allandale Centre. Following a flood at Carterton Family Centre, an inspection of the drain system revealed that urgent work was required to clean the pipework throughout its length, removing all scale and debris and insert a 4m cold cure resin liner.

A discussion took place as to who is responsible for repair of the drains, whether this was covered by the lease or whether they should have been drains upgraded as part of the refurbishment works. The Clerk would look at the lease and project plan for the refurbishment.

In the meantime, it was felt that due to the urgency of the problems with the drains it was important that the works go ahead to enable the Family Centre to continue to operate.

A vote was taken and it was RESOLVED to RECOMMEND that Council approve the above drain works.

29 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.

30 Confidential Item.

The Meeting ended at 6.50 pm.

10 May 2022

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Chairman