

CARTERTON TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING
HELD AT THE TOWN HALL ON TUESDAY 27 SEPTEMBER 2022 COMMENCING AT 7.00 PM

Present:	Cllr K Baldwin	Cllr L Little
	Cllr S Baylis	Cllr M McBride
	Cllr J Bull (Vice-Chair)	Cllr M Mead
	Cllr R Crapper	Cllr J Sangster
	Cllr P Handley	Cllr D Wesson
	Cllr F Harold	Cllr K Wood
	Cllr N King	Cllr L Wood

In attendance: Members of the public x 14

Officers: Rachel Brown – Clerk
Kay Linnington – Deputy Clerk

The Vice-Chair welcomed Cllr Liz Wood, newly elected town councillor for Gateway Ward.

54 APOLOGIES

Apologies had been received from Cllr Crossland, Cllr Leverton and County Councillor Field-Johnson.

55 DECLARATIONS OF INTEREST

Cllr Little	Item 67 – Personal interest
Cllr Mead	Item 66d – Member of the ARRG Facebook group
Cllr L Wood	Item 66d – Member of the ARRG Facebook group and author of application
Cllr K Wood	Items 74 and 76 – Allotment holder

56 MINUTES OF THE LAST MEETING

The minutes of the Town Council meeting held on 19 July 2022, previously circulated, were approved as a true record and signed by the Vice-Chair. It was clarified that members who had given their apologies were recorded as having done so, despite also being marked as absent.

57 MINUTES OF EXTRAORDINARY MEETING

The minutes of the Extraordinary Town Council meeting held on 26 July 2022, previously circulated, were approved as a true record and signed by the Vice-Chair. Under Item 35b, it was suggested that the County Councillor for North Carterton be asked if his report could be focused more on what he has been involved in rather than the County as a whole.

58 PLANNING COMMITTEE

Council received the minutes of the meetings of the Planning Committee held on 26 July and 23 August 2022, which were noted.

59 EVENTS WORKING GROUP

Council received the minutes of the Events Working Group meeting held on 20 July 2022, which were noted. The Group had discussed forthcoming events – Carterton Carnival, Remembrance Sunday and Christmas Lights.

60 MINUTES OF AMENITIES & ECONOMIC REGENERATION

Council received the draft minutes of the Amenities and Economic Regeneration Committee meeting held on 6 September 2022. A brief discussion took place in relation to the omission of a personal apology to a member of the public and contributions towards the discussion on the Pump Track and play parks. This is a matter for discussion with the Clerk and Chairs of the Amenities and Administration committees. The Committee recommended the following items for approval:

- (a) Tree work – Bracken Close. Tree maintenance as recommended by the tree surgeon to Ash and Maple trees at a cost of £600 plus VAT.
- (b) Tree work – Alvescot Road Recreation Ground. Thames Valley Police requested that branches obscuring the view of the CCTV cameras be undertaken at a cost of £700 plus VAT.
- (c) Replacement bench – Willow Meadows. To replace the wooden bench with a new one to match those already in the town at a cost of £741.42 plus VAT.
- (d) New bench – Pampas Close Playground. Purchase and installation of a new bench as there is currently no seating.

Council RESOLVED to APPROVE the above works.

61 ADJOURNMENT FOR MEMBERS OF PUBLIC TO RAISE MATTERS

(a) The Vice-Chair of Carterton Football Club spoke regarding their grant application to be considered at Item 66c to lower and upgrade the floodlighting at Kilkenny Lane. The Club is one of the biggest sporting providers in the town, with over 250 members, mostly children and young adults from the Carterton area. The Club runs ten junior football teams, two senior teams and play in the local leagues. The floodlights are needed during the winter months for evening matches/coaching session. They are nearly 25 years old and are very expensive to run. Lowering and upgrading the lights would make them more energy efficient and benefit the local community by reducing light pollution. The Club relies on the support of local organisations to continue to develop sport in Carterton for the future and hopes that the council will support their grant application.

Another member of the public added that the Clubhouse is in Carterton parish but the football pitch is in Shilton parish. It was requested that Shilton Parish Council are kept informed of developments at the Club.

Council raised some queries, including the possibility that planning permission may need to be sought and the need to consider light pollution on housing developments in Shilton.

(b) A member of the public spoke about the public apology that the Mayor had been requested to make, but would be deferred to a future meeting. She believed that plans to replace the pavilion on ARRG should be scrapped or put on hold for a minimum of two years due to the current cost of living crisis. She urged councillors to work together to support

residents, such as running drop-in centres or soup kitchens, which should be well advertised, remembering that many older people do not have easy access to modern technology. She suggested producing leaflets and would be willing to help drop these through letterboxes. She highlighted the work that Cllr Little is doing at the Methodist Church with the foodbank, community fridge, support for covid vaccinations, and more recently the Warm Spaces initiative and she expressed her thanks for the work she is doing.

(c) A resident of Shillbrook Avenue spoke about the bollards that were temporarily removed from Swinbrook Road during the ongoing roadworks on Price Way. He asked if the council could confirm that the work is on schedule and when the bollard would be reinstated.

It was advised that the council's understanding is that the bollards will be reinstated once the works are complete. Confirmation of dates was still awaited, and this would be made public in due course.

(d) A member of the ARRGRG Residents Group (ARRGRG) spoke on Item 66d. The ARRGRG is glad to see that the options for the old pavilion have been seriously looked at. The Quinquennial Survey made on 13 & 14 September 2022 is welcome, but disappointing that the roof has been allowed to deteriorate. She advised that she reported some broken tiles in April 2022 but was told that £800 quoted for repair was too expensive. Although internally the building is old-fashioned it is not beyond rescue and the cost of repair, estimated at £53,000, is not extortionate when compared with a new build, so renovation should not be ruled out as an option. Urgent measures should be taken to safeguard the building from further damage, the sagging ceiling should be taken down to make it safe and the ivy removed from the lean-to roof.

It is disappointing that action to reduce vandalism has not been taken. The recommendations of the last Survey in April 2017 have not been implemented and this inaction has led to the current deterioration. The ARRGRG currently has no confidence that any future building would be any better managed and maintained, which are obligations of the trustees as set out in the governing document to manage and maintain facilities on the ARRGRG. As there is currently no access to the pavilion it is of interest to know if this will be a problem for football teams or their opposition. With facilities at Monahan Way being upgraded, is there any need to maintain a football pitch or pavilion on ARRGRG. Will the equipment currently stored in the pavilion be relocated to avoid damage from the leaking roof and possible injury from the ceiling if it has not been made safe?

Both the Football Foundation and Sport England (SE) information provided in the agenda notes is 'design guidance' and the distance limit without rest are 'recommendations'. Neither are requirements or legislation. The rebuild plans are based on Oxfordshire FA-approved plans provided in February 2022 and include the compromise to include public toilets on the recreation ground. This plan has been sent to SE to gain their opinion and they have confirmed that they will respond within 21 days.

Location, size and cost of any solution are of high importance to the town residents with the provision of toilets coming in as a secondary requirement, so any revision to plans must consider these points. The Clerk's recommendation in drawing up further plans for the building of a pavilion taking on board the comments from the ARRGRG's consultations is acceptable as long as this is not in contravention of the active cease and desist.

The fact that the Town Clerk has written three questions for the referendum is welcomed and we would like the opportunity to put these questions to our membership. These questions

are all very vague and must be supported by any new plans, and the location and size need to be clearly marked on the site during the period of the final consultation to ensure that members of the public can get a clear understanding of what is being proposed.

As there has been an admission of error by the Council in the approved plans for the oversized proposal we demand that the planning application made in 2021 is formally withdrawn by the Council to allow WODC planning to consider any new planning application on its own merits.

62 ADJOURNMENT FOR COUNTY COUNCILLORS TO RAISE MATTERS

(a) Cllr Leverton – South and West Carterton

Cllr Leverton had given his apologies for this meeting.

(b) Cllr N Field-Johnson – North Carterton

Cllr Field-Johnson's report for September, previously circulated, included the following:

General OCC report. The Conservative opposition remains concerned that the LibDem/Green/Labour coalition running the county council continues to pursue ideological objectives beyond the remit of the council, the core functions of which are: adult and children's social care; education and learning; and highways.

Drag queen story time for children at libraries. These story time classes for primary school children in council libraries during August sparked fury from many parents, provoking demonstrations with a heavy police presence. Conservatives are asking voters if this is the type of thing they want the council to get involved in, or whether it should focus on the fundamentals of running local government.

Veganism campaign. The LibDem/Green/Labour administration continues to push its vegan agenda under the guise of climate action. The alliance is urging councillors to withdraw from the campaign which encourages residents to give up meat and adopt a plant-based diet and argues that it is more important for consumers to know where food comes from and how it is produced. At the OCC Full Council meeting in September, Conservatives will again try to reverse the imposition of vegan meals at council meetings.

Gender-neutral toilets. Subsequent to the Cabinet decision to further investigate the provision of gender-neutral toilets in all council buildings, OCC's Property Director confirmed that OCC has 905 sites and that each of these would have to be assessed. Ignoring the cost of any actual work required, just this assessment could cost in excess of £90,000 if each individual assessment cost £100. If the actual work costs £1,000 per site on average, then the total cost would be in the region of £1m.

Have your say on the Draft Central Oxfordshire Travel Plan. OCC has launched a consultation on its draft Central Oxfordshire Travel Plan, which focuses on potential ways of taxing motorists to reduce car use in and around the city of Oxford. Residents and parish councils can respond to the survey on Let's Talk Oxfordshire. Meanwhile, opponents of the hugely divisive Low Traffic Neighbourhood scheme in Oxford have launched a legal bid to overturn the council's decision.

(a) Cllr Bull - Carterton North West

Cllr Bull had helped new residents at Blenheim Court, which is a Cottsway development, who are having problems with waste bins. There are also some snagging problems with it being a new development and both herself and Cllr Wesson are working towards closer liaison with Cottsway to resolve these issues.

She continues to seek regular updates on the missing section of pathway leading from Price Way into Shilton Road. The pathway was scheduled to be done along with the current works on this junction but has been delayed due to forthcoming fibre optic cable installation that will take 12 weeks to complete. The Clerk has asked whether a temporary solution could be provided with the onset of wet weather over the winter and a response is awaited.

(b) Cllr King – Carterton North West

Cllr King welcomed Cllr Liz Wood to the Town Council. With her extensive knowledge and experience of the town, she will be a positive addition to the council. Due to the sad death of The Queen, the Economic and Social meeting has been rescheduled for Thursday this week. The Kilkenny Lane Country Park car park is on the agenda for that meeting. She had met with Brize Norton parish to discuss the Country Park to work on improving it, which will come under the Park Regeneration Project.

She is working with WODC to make improvements to the football pitch and what is happening with the existing contract considering the pitches are in such a poor condition. With regard to the application for improved floodlighting as well, it is important to support both clubs to ensure they are the best they can be.

She attended in both a town and district capacity, together with other members and staff of the Town Council, the consecration of additional grave spaces at Black Bourton Cemetery by the Bishop of Dorchester on Thursday 22 September. The provision of more burial space will need to be addressed as a matter of urgency.

She attended the Battle of Britain Civic Service at St John's Church on Sunday 25 September, which highlighted in particular the needs of service families in the town.

Residents had contacted her on a number of topics and she would be holding regular surgeries again running up to Christmas. The next District Council meeting would be in December and together with other meetings are open for the public to attend.

Residents are welcome to contact her in relation to the Park Regeneration Project. All the parks in the town would be covered and consultations carried out.

A working group has been formed to look at speed and traffic calming measures in the town and particularly around schools.

(c) Cllr Leverton - Carterton South

Cllr Leverton had given his apologies for this meeting.

(d) Cllr McBride – Carterton North East

Cllr McBride has a Climate Action working group meeting this week but had nothing further to report at this time.

(e) Cllr Mead – Carterton South

Cllr Mead had attended various District meetings, one of which was the Cabinet. The new administration has decided that the Cabinet would go 'on the road', to be held in different venues around the district. It was noted that Cabinet is coming to Carterton in March 2023. Last week's meeting was in Charlbury - only one member of the public came along and four members of the Cabinet were missing, which was disappointing. The meeting discussed taxi fares, which had not been reviewed since 2014, and the price of fuel etc had gone up in that time. It was therefore agreed to raise the price of taxi fares – a five mile journey will now cost an additional £2.50. However, with the lack of local buses between towns and villages this means, for example, that a resident's journey between Kencot and Carterton and return will now cost an additional £5. People that have regularly come into Carterton to our supermarkets etc each week may now decide they can only afford to do so fortnightly. She awaits a response from the District on how they can help in this situation.

Cllr Little had invited the Cabinet member for Communities to come to the Lunch Club this Thursday to talk to residents.

An item that needs to be watched and mitigated against is that we no longer have a five-year land supply, which is now 3.6 years. This is a big worry and means that we now go into what is called 'untilted' and means that the planning demands that could be applied are no longer possible and we have to have a softer response to housing development applications. This could affect Brize Meadow where they could apply for an extension to claw back the five-year land supply. The 2050 Plan has also folded and developers are now keen to put forward plans for further development and it will be difficult for the District Council to object because of the high cost of appeals. There is a fund to protect themselves but this could quickly become exhausted if big developers constantly take plans to appeal. The MOD have been advised to sell all their land so this will provide an opportunity for developers.

It was noted that villages are in decline because of lack of development.

Residents have expressed concern over parking issues recently in the north of the town. Another concern has been about overflowing bins and it is being looked at as to whether some bins should be emptied more frequently to address this. Problems with replacement of broken household bins were also reported. There has been a problem with dog waste being left at the Queen Mothers Garden since the Tikspac stations have been removed. The bin at the crossroads bus stop will be reinstated following complaints. There is a plan at the Town Hall of where all the bins are located. Speeding traffic continues to be raised.

64 TOWN MAYOR'S ANNOUNCEMENTS

The Mayor had given his apologies for this meeting.

65 TOWN CLERK'S REPORT

The Clerk's report had been circulated with the agenda, as follows:

New matters:

(a) Cease-and-desist letter. The clerk has received legal advice in relation to the cease-and-desist letter which was received on 22 August and has responded to the letter, following the solicitor's advice.

(b) Sensory Garden Project. A thank you letter, previously circulated, was received from the Trefoil Guild for the council's help with the installation of the water feature in the sensory garden.

(c) Waste bins. Issues in relation to the bin provision on Brize Norton Road have been reported to the district council, who have advised that a duo bin will be installed by the bus stop on Brize Norton Road near the crossroads and that the bus stop by the iron bridge will be monitored over the next few months.

(d) OPFA membership. The Oxfordshire Playing Fields Association (OPFA) is a charity which provides support to town and parish councils and voluntary committees which manage playing fields, children's play areas etc, to make them the best quality that they can. The OPFA can provide information and advice on needs assessments, sources of funding, successful project managements as well as an advice service, which the clerk has found very helpful in the past. OPFA could provide advice on projects such as the ARRG pavilion, play area regeneration and pump track. The annual membership fee for Carterton Town Council would be £163.00. Further information was circulated with the agenda.

Council RESOLVED to APPROVE the annual membership of the OPFA.

(e) Operation London Bridge. The clerk would like to thank all members of staff and councillors who were involved with Operation London Bridge. Details of what worked well and what could be improved will be recorded in preparation for the next time the protocol is required, as this year's events will set a precedent for the future.

(f) Community Speedwatch. A resident has contacted the Town Clerk in relation to setting up a Community Speedwatch Group. The clerk has discussed the idea with the PCSO who would be able to support this group. Further details will follow.

Continuing matters:

(g) Delegated Authority. The clerk used delegated authority to authorise payments during August, as well as payments which would have incurred late payment fees in September, including HMRC. The clerk also authorised the use of poll cards for the by-election on 15 September.

(h) Civic Protocol. Clarification has been sought in relation to the title of the mayor's consort. The council's Civic Protocol states that "The mayor will choose his/her own consort who can be either a partner or fellow Councillor, or a family member or friend. If the consort is female, she is referred to as the Mayoress."

(i) ARRG Trustees. The clerk has sought clarification as to whether members of the public can be co-opted as trustees of the ARRG. As Carterton Town Council is the sole trustee and the governing document does not specify otherwise, all members of the committee must be councillors.

(j) S106 funds. Further information has been received from the Transport Planner at Oxfordshire County Council in relation to a scheme in Carterton. There is currently £33,603 of S106 funds earmarked for traffic calming in Carterton, which needs to be allocated by November 2022. Options for spending these funds include:

- **“Signalised crossing on the Alvescot Road (close to the junction with Lawton Avenue) – between £65,000 and £80,000.** Some things to take into consideration with this is that the crossing will need to be at least 20 metres from any junction. An engineer would need to do a site visit of the area to see what would work best. However, what we would need to have some idea of in advance is roughly how many people are estimated to cross the Alvescot Road near to the Lawton Road junction (this will feed into what type of crossing would work best), and, what is the desire line for pedestrians / where they are coming from so the crossing is located in the correct area of the Lawton Road junction to attract people to cross there rather than take a chance away from the crossing.
- **Zebra crossing on the Lawton Avenue by the access road to the Primary Schools and Care Home – between £30,000 and £45,000** (could potentially be more if the road at the crossing point needs resurfacing). This crossing will need to be at least 25 metres from any junction.
- **Refresh of the School / Keep Clear and zigzags lining on Lawton Avenue.** There is an OCC Lining Refresh budget which could cover this; however, it is not known if the fund has already been allocated for this financial year. It was mentioned that Carterton may be included in the 2022/2023 programme – I am chasing this up for further information.
- **Double yellow lines on Lawton Avenue by the schools / care home road access – approximately £5,000 (including TRO and consultation).** This would look at double lining Lawton Road either side from just north of Home Close down past the entrance to the Primary Schools and Care Home. An engineer would need to visit the site to give precise location / measurements of where the lining can go.”

Council RESOLVED to APPROVE that the zebra crossing and double yellow lines are put forward for the S106 funding and the Council would then top up the difference.

(k) Christmas Lights. WODC have offered a giant snow globe, which children and adults can climb into and have their photo taken.

(l) Diary Dates:

Sunday 13 November – Remembrance Sunday Service and Parade

Friday 2 December – Lantern Parade and Christmas Lights switch-on

(m) External Audit. The external audit report has been received today, which shows nothing to report. The Audit Report has been published on the noticeboard and website.

(n) Tree Project. This is now in the final phase for Burford Road. However, there is a new OCC Tree Policy that has meant looking at the mix of trees. The landscape architect has put

together a revised proposal, which will be brought to the October meeting of the Council with costings for approval to go ahead before Christmas.

(o) Financial report. The Clerk apologised that additional details were not available for the report this month.

(p) Website. In order to keep the existing website running while the Council is looking into a new website hosting company, there will be a reduced price of £540 for a period of 12 months, which will give time to look at other options. It was raised that there are multiple Facebook pages in existence; and also whether the photographs that used to be on the Council website can be reinstated.

66 GRANT APPLICATIONS

A proposal was made that the Administration Committee consider setting up a Grants Panel to look at future grant applications in more details before coming to full Council. The panel should include a good mix of councillors spread across the different political parties currently on the Council.

Council considered the following grant applications:

(a) Clean Slate

Clean Slate are a charity that provides support for victims of physical, mental, emotional, sexual and financial abuse. They provide counselling, workshops and courses (mostly online/telephone) to help improve mental wellbeing, improve confidence and negate risk of further abuse. They currently support 18 households in Carterton. A grant of £500 was sought towards the cost of recruitment and retention of volunteers.

Council RESOLVED to defer this application until more information could be obtained.

(b) Oxford Parent-Infant Project (OXPIP)

OXPIP provide parent-infant psychotherapy and family support and work from an office in the Town Hall. During 2021/2022 sixteen families were referred to OXPIP (eight military and eight non-military). Council grants have been awarded each year from 2016-2021 at £2,000 per year on a drawdown basis. OXPIP sought the same again for 2022.

Council RESOLVED to APPROVE that a grant of £2,000 be awarded on a drawdown basis as in previous years.

(c) Carterton Football Club

Carterton Football Club sought a grant of £55,000 plus VAT to lower and upgrade the floodlights at the football ground. This would provide better quality lighting for evening matches and training sessions and also reduce the very expensive electricity cost, as well as the significant environmental benefit.

Council generally wanted to support the Club for the excellent work it does but felt that more work was needed on this application, including obtaining planning permission, if required, and

only one quote had been submitted. It was noted that Council had made several attempts to liaise with the Club over its lease and this was ongoing.

Council RESOLVED to defer this application until more information was available.

(d) ARRGRG Referendum (deferred from July)

Cllr L Wood left the meeting while this item was discussed.

Alvescot Road Recreation Ground Residents Group (ARRGRG) sought a grant of £2,000 towards the costs of a public referendum to gain the views of residents on the future of the pavilion building. The voting materials would be distributed to 7,471 households in the OX18 1 and OX18 3 postcode areas. Voting slips returned from Brize Meadow would not be included in the count as the estate is in Brize Norton parish.

Council RESOLVED to APPROVE that a grant of £2,000 be awarded for the ARRGRG Residents Group to carry out a referendum as detailed above, on the condition that the wording of the questions to be voted on are agreed by the Council and the ARRGRG Residents Group. Cllr Mead and Cllr L Wood abstained from the vote. Cllr L Wood rejoined the meeting.

67 WODC STANDARDS SUB-COMMITTEE

Due to the absence of Cllr Leverton, Council RESOLVED to defer this item until the next meeting when he is present.

68 MOTION OF NO CONFIDENCE

To consider a motion of no confidence in the Mayor/Chairman of Carterton Town Council, previously circulated.

Council RESOLVED to defer this item until the next meeting when the Mayor was present. Cllr Handley voted against and Cllr L Wood abstained.

69 WORKS FOR AUTHORISATION

The following works were presented to the council for authorisation:

(a) Commercial boilers – Carterton Community Centre. Some additional costs to the work agreed at the last Town Council meeting have been identified for parts not included in the original estimate. To supply and fit two Worcester Bosch integrated pumps and connection sets, at a cost of £1,063 plus VAT.

Council RESOLVED to APPROVE the additional costs as detailed above.

(b) CCTV system – Town Hall. Footage from the existing CCTV camera is of extremely poor quality. Installation of a new system of four CCTV cameras in the reception area, lobby and two outside, with a recording system and monitor located in the reception office.

Council RESOLVED to APPROVE that CCTV cameras are installed with 8 channels at a cost of £1,632 plus VAT (proposed by Cllr Bull and seconded by Cllr Wesson). Cllr Little abstained.

(c) Health & Safety works – Town Hall. Following a Health and Safety inspection, to carry out installation of plasterboard and intumescent sealant to form fire stopping in two areas of the ground floor mains cupboard ceiling, at a cost of £192 plus VAT.

Council RESOLVED to APPROVE the fire stopping works as detailed above.

(d) Water feature electrical work – Town Hall. Re-wire outgoing supply to the water feature socket to allow it to be added to the spare channel on the existing time clock, at a cost of £92 plus VAT.

Council RESOLVED to APPROVE the above electrical work. Cllr Little abstained and queried how much has been spent on the sensory garden project.

(e) Panic Alarm – Town Hall. To install a panic alarm system at the Reception desk with indicators in reception and on the first floor together with a dedicated electrical supply, at a cost of £993 plus VAT.

Council RESOLVED to NOT APPROVE the panic alarm, on the grounds that the Reception office door and hatch can be locked and the phone could be used to raise the alarm if the need arose.

(f) Fluorescent light fittings in staff toilet – Town Hall. The lighting has a faulty sensor. Replace the existing lighting with two 6ft LED fittings with built-in sensors, at a cost of £223 plus VAT.

Council RESOLVED to APPROVE the above lighting works (proposed by Cllr K Wood and seconded by Cllr Baylis).

(g) Ground sockets – Market Square. Replace faulty RCD on socket number 2 in Ground Box 2, at a cost of £85 plus VAT.

Council RESOLVED to APPROVE the above works.

(h) Safety Surface – Trefoil Playground. The safety surface in three areas of the park need to be re-surfaced, underneath the multi-swing, supernova and spinner bowl.

It was queried whether these works could be deferred to the Park Regeneration Working Group that is being formed, but the Clerk explained that this had been raised on health and safety inspections as being a trip hazard and the Council would be liable if someone hurt themselves. The high cost was highlighted and queried whether this could be done cheaper by other suppliers.

Council RESOLVED to APPROVE that Option 2 is taken forward to resurface the areas with Gummibond at a cost of £9,965 plus VAT.

(i) Blackthorn Playground. Repairs to Mound Slide, including building up the area underneath at a cost of £3,772 plus VAT.

Council RESOLVED to defer this work to the Park Regeneration Working Group.

(j) Play equipment repairs – Alvescot Road Recreation Ground and Trefoil Playground. The following works were highlighted on the health and safety inspection, at a total cost of £7,300 plus VAT:

Repair and replace bearing and arm to Hags Skier
Cableway dismantling inspection *
Supply and install Kompan spring rocker
Supply and fit birdsnest chain assembly
Supply and fit bearing to Titan Swing
Supply and fit 1 no Galaxy hammock connectors
Supply and fit blue wobble board to Galaxy unit
Supply and fit new foot plate to stand on seesaw
Supply and fit bearing to green Spica
Supply and fit bearing to yellow Spice
Standing Swing – check and secure all fittings

*Parts identified as being required during the inspection will be chargeable.

Council RESOLVED to APPROVE the above works up to £7,300 plus VAT (bearing in mind that prices may have increased since the quote was obtained), with the exception of the Kompan Spring Rocker, which had been removed due to safety concerns.

(k) Lilac Bush – 54 Foxcroft Drive. To reduce the height of the Lilac bush and trim back the sides, to be undertaken at an extra cost by the Council's contractor as the bush is not the responsibility of the current owner, at a cost of £180 plus VAT.

Council RESOLVED to APPROVE the above work.

(l) Roof inspection – Streatfield House. All flat roofs on Council buildings need to be inspected annually for business insurance purposes. The Council's contribution in relation to the part of the roof it owns costs £130 plus VAT.

Council RESOLVED to APPROVE the above payment, provided the Clerk is satisfied that the amount is fair in relation to what the other businesses are paying.

70 STREET NAMING REQUEST

A request had been received from West Oxfordshire District Council to address a new development of 72 homes at land off Swinbrook Road – Planning Application 20/02422/FUL. The plan is to allocate three new street names to the development and the developer would be happy to continue the 'Tomato' theme previously used in 2016 on adjacent site to this development as two of these streets are carrying into this development at Snowberry Court and Harlequin Place. Council were invited to consider the suggestions of Cherokee, Brandywine, Rosella, Crimson and Persimmon, or any other alternatives, by the deadline of 14 October 2022.

A discussion particularly highlighted Moneymaker, Heirloom and Alicante, as these were believed to be varieties of tomato grown in Carterton.

Council RESOLVED that Cllr Baylis would seek clarification from her Carterton Heritage contacts and report back to the Clerk.

71 ARRГ PAVILION PROJECT

A report had been circulated to members with details relating to building requirements for a Pavilion on the Recreation Ground.

Council RESOLVED to defer this item until further information is received from Sport England.

72 FINANCIAL STATEMENTS

The Financial Statements to 31 July and 30 August 2022, previously circulated and set out at Annex A, were noted.

Clarification was sought on monies relating to the ARRГ Charity and the Clerk explained that there is a separate bank account for the charity and income is paid into this account. However, the Town Council has been paying for the upkeep of the land and pavilion. A Trustee meeting will be held shortly to come to a formal agreement as to what the responsibilities of the Council and Charity are in this respect.

73 RECEIPTS

Receipts for July - August 2022, previously circulated, were noted.

74 ACCOUNTS FOR PAYMENT – AUGUST 2022

The Accounts for Payment for August 2022 (approved under Clerk's Authority), set out at Annex B, were noted.

75 ACCOUNTS FOR PAYMENT – SEPTEMBER 2022

Several items were queried:

- It was unclear what the electricity charges for the Pavilion related to.
- There were differing amounts for grass cutting at Willow Meadows – this was because it included VAT.
- It was unclear what the payment (No.256) to James Hallam Ltd related to - the Clerk would check as this insurance policy was in place before she started.
- Why the Carnival refuse collection was on the list as this is not a Council event. It was explained that monies from the Carnival are currently held by the Town Council due to problems setting up a community bank account, and the invoice is to be paid from that money.

Council RESOLVED that the Accounts for Payment for September 2022, set out at Annex C, be APPROVED for payment, pending clarification of the payment to James Hallam Ltd. Cllr Handley voted against.

The meeting was adjourned at this point and the remaining items deferred to the next meeting, as follows:

74 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

75 EXTRAORDINARY TOWN COUNCIL MINUTES

76 SWINBROOK ROAD ALLOTMENTS ASSOCIATION

77 VERBAL REPORT FROM CLLR HANDLEY – MAYOR'S RESPONSIBILITIES

The meeting closed at 10.02 pm

18 October 2022

Town Mayor