

CARTERTON TOWN COUNCIL
MINUTES OF THE MEETING HELD VIA ZOOM VIDEO CONFERENCING
ON TUESDAY 15 DECEMBER 2020
COMMENCING AT 7.00 PM

Present:	Cllr N Leverton -	Chairman
	Cllr S Baylis	Cllr C James
	Cllr C Cook	Cllr M McBride
	Cllr R Crapper	Cllr M Mead
	Cllr M Crossland	Cllr J Sangster
	Cllr P Handley (from Item 114)	Cllr D Wesson
	Cllr E Hatton	Cllr K Wood

Apologies: Cllr J Bull
Cllr N Field-Johnson (County Councillor)

Officers: Ron Spurs – Town Clerk
Katie Zasada

106 DECLARATIONS OF INTEREST

Cllr Wood - Item Payments relating to Allotments (Committee Member and allotment holder). Cllr Wood said that the Allotments Committee had gone through a lot of changes in the last year and thanked the Council for their support.

107 MINUTES OF THE LAST MEETING

The Minutes of the Meeting held on 17 November 2020, previously circulated to Members, were approved as a true record and signed by the Chairman.

108 PLANNING COMMITTEE

Council received the Minutes of the Meeting of the Planning Committee held on 17 November 2020, which were Noted.

109 ADMINISTRATION COMMITTEE

Council received the Minutes of the Meeting of the Administration Committee held on 1 December 2020, which were Approved

110 URGENCY COMMITTEE

Council received the Minutes of the Meeting of the Urgency Committee held on 23 November 2020, convened to consider a donation request from Rosa Bolger, coordinator of a Christmas toy distribution project for Home Start in association with Cogges Parochial Church Council. The Committee approved a donation of £500 towards the project.

The Minutes were Noted.

111 ADJOURNMENT FOR MEMBERS OF PUBLIC TO RAISE MATTERS

There were no members of the public present.

112 ADJOURNMENT FOR COUNTY COUNCILLORS TO RAISE MATTERS

Cllr Handley reported that the road surfaces in Arkell Avenue and Lawton Avenue had been repaired.

The land off Monahan Way has been transferred to the County Council in preparation for the new Fire Station to be built. He had attended a meeting of the Fire Committee, which had discussed the formation of a Carterton Fire Cadet Force. The Station would house two Fire Engines. The Brigade have purchased a new Platform Ladder at a cost of £640,000 that would reach a height of 30m.

He had used his funding to support the Food Bank

113 ADJOURNMENT FOR DISTRICT COUNCILLORS TO RAISE MATTERS

Cllr Bull - Carterton North West, Inclusion Champion and member of the Health Overview and Scrutiny Committee. Cllr Bull had given her apologies for this meeting.

Cllr Crossland – Carterton North West. Cllr Crossland had some problems with Zoom and was unable to give a report at this time.

Cllr Leverton - Carterton South and Armed Forces Champion. Cllr Leverton had met with the Civilian Liaison Lead, Jessica Price, regarding engaging with local school issues. The youth centre for older youngsters was being completely refurbished. Along with the Leader of WODC, Cllr Mead, he had raised a new flag at the Memorial Garden on Monahan Way. A new flag is gifted to the District every two years for this purpose by the flag manufacturer.

Cllr McBride – Carterton North East and Deputy Chairman of the WODC Environment Committee. Cllr McBride expressed his thanks to Cllr Leverton for taking on the role of Chairman of the Council following Cllr Mead having to step down.

Cllr Mead – Carterton South and Cabinet Member for Health and Leisure. Cllr Mead continued to be involved with the Covid recovery plan. West Oxfordshire figures were coming down compared to other areas in the county and at the currently time would remain in Tier 2. A Testing Centre had been set up in Woodford Way Car Park in Witney. The first vaccines would arrive in the at health centres this week and would be available by invitation only.

114 TOWN MAYOR'S ANNOUNCEMENTS

Cllr Leverton said that during the remainder of his term as Mayor, until May 2021, he would continue to support the Young Carers as his charity, the same charity as his predecessor, Cllr Mead.

Together with the Deputy Mayor, he had visited the schools that participated in the Lantern Project, where they received a very warm welcome. He expressed his thanks to all those who contributed to the project.

Accompanied by his wife, he had attended the repositioning of the building at Gateway School, which with the use of a very large crane now rests in its permanent position and would be a great asset to the school.

The Deputy Mayor attended the magnificent Christmas lights display by Mr & Mrs Timms at their house on Burford Road. They held a bazaar on Saturday to raise money for the British Heart Foundation. He had also visited Swinbrook Road where residents were fundraising for

the Air Ambulance and had visited a gentleman on Shilton Park who had been collecting for the Food Bank.

He expressed his thanks to Katie Zasada for her assistance with the Mayor's Christmas Cards.

He also thanked the Councillors and Staff who took part in a project in conjunction with Thames Valley Police to produce a video to sing the Christmas Carol 'The Twelve Days of Christmas'. The Fire Service and local schools also took part with the groups mashed together to form one video to raise money for charity.

The Mayor and his wife took part in a walk to visit local War Memorials and raise money for the military charity Walking Home for Christmas, organised by Mark Garwood from the RBL. Their walk covered 35,581 steps. He had also met with the members of RBL today, to draw their Raffle, and they asked that their thanks be passed on to Stella Catt and Katie Zasada for the massive support given to the RBL during the Poppy Appeal and Remembrance period.

He reported that Cllr Lynn Little had paid the Town Council the sum of £855 in settlement of the recent Court Case proceedings. The Judge considered that the £4,000 for the Veteran's Home did not need to be repaid as this was now a Registered Charity.

115 TOWN CLERK'S ANNOUNCEMENTS

The Clerk gave an update on the current situation with Covid-19. The Council's business continuity plans have been put in place. The purchase of laptops a few years ago has proved invaluable as this has enabled Staff to work from home. Services to the public continue by telephone and email, only going into the office when necessary. The Council is performing as well as it can in these challenging circumstances.

Good feedback has been received from residents, particularly relating to Remembrance Sunday and the Christmas Lights.

On behalf of the Town Hall team, he wished the Councillors a Happy Christmas and hoped that 2021 would be onwards and upwards.

116 EXTERNAL AUDITOR REPORT

The External Auditor Report for the year 2019/2020, previously circulated to Councillors, was Noted.

117 WORKS FOR AUTHORISATION

(a) Trefoil Way Playground. Urgent repairs required to the Slide due to vandalism at a cost of £853.74 plus VAT.

(b) Hawthorn Grove. Tree work required to Field Maple to the rear of 14 The Maples, to include reducing overall height by up to 2m, pruning and shaping the remaining crown and removing growth from the base of the tree. The cost would be £350 plus VAT.

(c) Grounds maintenance. Repairs the slabs around the Clock Tower, trim the hedge behind the Bus Stop in front of the WI Hall and trim the hedge obstructing pedestrian access on Burford Road. The total cost for these works would be £143.22.

Cllr Cook suggested this area be added to the Grounds Maintenance Contract when it is next reviewed.

(d) ARRG Playground. Repairs required to the Cableway and Nest Swing. The Cableway seat is split and needs replacement. The Chains and Joints on the Nest Swing are badly worn and this was highlighted in the latest RoSPA report. The cost of these repairs would be £2,174.75.

Cllr Crossland asked whether the cost of repairs could be claimed for on the Council's insurance. The Clerk would look into this. Cllr Mead said that considering the ongoing repair costs for these pieces of equipment each year, perhaps it is time to consider updating them with something more inclusive. This could be considered at a future meeting of the Amenities & Economic Regeneration Committee.

Council RESOLVED to APPROVE the works as detailed above.

118 BUDGET AND PRECEPT 2021/2022

The draft Budget and Precept report for the financial year 2021/2022 had been circulated to Councillors for approval. It is essential that the Town Council hold sufficient reserves to meet any unforeseen demands during the year and the Budget had been prepared to take account of this.

The Precept set by WODC is similar to last year's figure. Council were asked whether they wished to increase or decrease Carterton's contribution. Councillors felt that it would not be wise to increase the Precept due to the challenging situation that many families currently find themselves in.

Council RESOLVED to APPROVE the Budget and to make no changes to the Precept for the financial year 2021/2022.

119 FINANCIAL STATEMENT

The Bank Reconciliation Statement to 30 November 2020, set out at Annex A, was noted.

120 INCOME RECEIVED

Income Received to 30 November 2020, previously circulated, was noted.

121 ACCOUNTS FOR PAYMENT

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

122 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.

CONFIDENTIAL ITEMS

123 MINUTES OF TOWN COUNCIL MEETING

Council received the Confidential Items from the Minutes of the Meeting of the Town Council held on 17 November 2020.

Council RESOLVED to APPROVE that the Confidential Items from the Minutes were a true record.

124 MINUTES OF THE ADMINISTRATION COMMITTEE MEETING

Council received the Confidential Items from the Minutes of the Meeting of the Administration Committee held on 1 December 2020 for approval.

Confidential item.

125 APPOINTMENT OF VALUER FOR INSURANCE PURPOSES – ALLANDALE CENTRE

Confidential item.

The meeting ended at 8.00 pm.

19 January 2021

Town Mayor