

5 MINUTES OF THE LAST MEETING

The Minutes of the Town Council Meeting held on 19 April 2022, previously circulated to Members, were approved as a true record and signed by the Chairman. Cllr Little abstained.

Clarification was sought as to whether the Changing Places toilet facilities at Item 188 in the minutes was tied to the new Pavilion building. Cllr Bull said that the funding application required a location and the Pavilion had been put forward. There is a deadline of 2025 to use the money.

On the Financial Statement, clarification was sought as to why the amount in the ARRG Charity Account was zero when there had been some income from the last Carterton Carnival. It was explained that monies held in the HSBC account were in the process of being moved into a new Unity Bank account.

6 PLANNING COMMITTEE

Council received the Minutes of the Meeting of the Planning Committee held on 19 April 2022, which were noted.

7 EVENTS WORKING GROUP

Council received the Minutes of the Meeting of the Events Working Group held on 20 April 2022, which were noted.

Cllr Bull confirmed that the financial details for the Carnivals held in 2019 and 2021 had been circulated to Councillors after the last meeting. It was noted that the Carnival is not a Town Council event.

8 AMENITIES AND ECONOMIC REGENERATION COMMITTEE

Council received the Minutes of the Meeting of the Amenities and Economic Regeneration Committee held on 10 May 2022. The Minutes were noted. Cllr Little abstained.

Cllr Little did not agree with Item 32 of the minutes, which stated she had been disappointed that the paperwork for the £350 for a proposed community garden had not been produced as she had requested. The minutes would be amended accordingly and be formally approved at the next meeting of the Committee. The paperwork for the community garden proposal would be looked at before the next Amenities Committee meeting.

There was a discussion on Item 37 of the minutes regarding the Women's Tour Cycle Race that would be coming through the town on 11 June 2022. The importance of promoting the event was stressed.

The Committee recommended that Council approve the following items:

- (a) Quinquennial Survey of the six properties owned by Carterton Town Council to be carried out by Sidleys Chartered Surveyors at a cost of £3,975 plus VAT.

(b) Marigold Square. Replacement of two bollards to prevent vehicle access to the square at a cost of £600 plus VAT.

(c) Willow Meadows. Replacement of damaged height restriction barrier at a cost of £1,360.08.

(d) Town Council buildings. Three quotes had been presented to the Committee for the annual gutter clearance at the six Council owned buildings and it was recommended that the lowest quote is accepted from RoofImpact at a cost of £1,395.

Council RESOLVED to APPROVE the above works.

8 ADJOURNMENT FOR MEMBERS OF PUBLIC TO RAISE MATTERS

Kathy Godwin thanked the Deputy Clerk for making the full set of Agenda and papers for the meeting available to the public. She asked whether the public were permitted to request amendments to the minutes and whether this item could be moved further up the Agenda. Cllr Leverton said that members of the public were welcome to contact the Town Hall prior to the meeting if they had queries.

Harry Watts expressed his concern that the Town Council website is failing to provide public confidence that financial management is transparent and good value for money. Ensuring all relevant information is included on the website should be a priority. He commended Councillors for the work that they do and stressed the importance of adhering to the Nolan Principles to ensure the smooth running of the Council to serve Carterton as it deserved.

A resident in North West ward, asked why the Ukrainian flag was flying outside the Town Council offices. Cllr Leverton said that Council felt it was in keeping with the County and District Council offices. More positive feedback than negative had been received. Cllr Mead said she felt it was important to continue to show our support for the people of Ukraine and for residents hosting Ukrainian families in Carterton.

9 ADJOURNMENT FOR COUNTY COUNCILLORS TO RAISE MATTERS

(a) Cllr Field-Johnson – Burford and North Carterton

Cllr Field-Johnson's report for May 2022 had been circulated with the Agenda. It highlighted the following:

HGV ban in Burford. Himself and Duncan Enwright had met with Burford Town Council to discuss the way forward. OCC is planning a strategic review of HGV routes in Oxfordshire in 2022-2023 of HGV routes and currently the A361 would not be an approved route. He would continue to lobby for weight restrictions in Burford.

Condition of roads and pavements. An Ipsos survey ahead of the local elections showed that 50% of people believe that this should be a top priority for councils. However, these matters do not feature in OCC's nine top priorities.

Veganism. OCC's decision to only provide vegan food at its meetings has attracted national media attention and continues to be controversial.

Transgender rights motion. A LibDem councillor successfully moved a motion at the April meeting of Full Council stating that one gender inclusive bathroom should be installed in every public building owned or operated by the Council. The Conservative Opposition abstained on the basis that the topic was far too complex and sensitive for a short debate; the motion did not provide significant safeguards for women; and that the costs of the building works were unspecified and could run into six figures.

Support for Ukraine. OCC has been working with Asylum Welcome to ensure that both hosts and Ukrainians have access to a network of support – and that it is as safe and effective as possible. Asylum Welcome keeps track of all offers of community support across the county. To make best use of this significant response, OCC is proposing to expand the community liaison officer resource available in each district and the City to coordinate, advise and refer guests to the support that is available, including housing, education and health.

(b) Cllr Leverton – South and West Carterton, Armed Forces Champion, Shadow Cabinet Member for Adult Social Care

Cllr Leverton had written a report presented at the Annual Town Meeting held on 18 May 2022 to highlight the work the County Council does.

10 ADJOURNMENT FOR DISTRICT COUNCILLORS TO RAISE MATTERS

(a) Cllr Bull - Carterton North West, Inclusion Champion and member of the Health Overview and Scrutiny Committee

Cllr Bull had been working on car parking issues at Kilkenny Lane Country Park, together with Cllr Mead, but from an Inclusion Champion point of view to ensure that disabled parking facilities are included.

(b) Cllr Crossland – Carterton North West

Cllr Crossland congratulated Cllr King on her election to the North West ward. Cllr Wood had also stood for election and both Councillors had worked hard on their campaign and were equally passionate about the town. Cllr King said she looked forward to working together with the other District Councillors.

She reported an issue with delivery drivers parking on the verges along Burford Road and Alvescot Road where there are double yellow lines and No Loading/Delivery signs. This causes a traffic tailback and she would be grateful if Cllr King could follow this up.

(c) Cllr Leverton - Carterton South and Armed Forces Champion

Cllr Leverton gave a general report on the work of the District Councillors. They manage and deliver services ranging from emptying bins, recycling (which is the second best in the country) to supporting residents, clubs, associations and charities with project funding. This takes effort and a determined approach to ensure forward planning and future-proofing for the District. Environmental challenges, availability of suitable and affordable housing and associated planning has been successfully delivered. The District Councillors and members of staff working as a team have responded to every eventuality. The extraordinary effort needed to manage the Covid-19 pandemic was delivered was a high level of professionalism and was

supported by a large number of volunteers. He said it was a pleasure to serve as a District Councillor and thanked the public for giving him a further term in office.

(d) Cllr McBride – Carterton North East, Chairman of WODC and Vice-Chairman of the WODC Environmental Committee

As Chair of WODC, he had attended a number of civic events representing West Oxfordshire, including meeting HRH Prince Charles.

(e) Cllr Mead – Carterton South, Leader of WODC

Cllr Mead reported on the £150 energy rebate, which those who live in Band A-D houses are eligible to receive. Those who pay by their Council Tax by Direct Debit have received their payment, that is 24,736 houses at a cost of just under £4 million. Residents who do not pay by Direct Debit now have the opportunity to apply for the rebate.

A Planning Application has been submitted to extend the car park on Kilkenny Lane in response to the large volume of families, both local and from outside the area, who use the Country Park. This would be funded by S106 money.

11 TOWN MAYOR'S ANNOUNCEMENTS

He expressed his thanks to his wife for her support during his term of office as Mayor.

He congratulated Carterton Community College who had just been awarded 'Good' status by Ofsted. It was suggested that an article could go in the next edition of The Crier magazine and that Council should continue to push for any remaining debt to be written off.

The Veterans Hub was running well. He attended a Church Service in Bicester and an End of Year Ball in Henley.

He expressed his thanks to everyone who was involved in organising the very successful Save the Children May Day Fair.

Along with Cllr Bull and Cllr King, he had attended a Tea Party at Carterton Family Centre.

On Saturday 14 May, Carterton Firefighters were fundraising outside Morrisons supermarket by climbing their ladder to the top of the building in relays, and he thanked them on behalf of the town for all that they do.

12 DEPUTY TOWN CLERK'S REPORT

(a) Code of Conduct. In February 2022, the Monitoring Officer submitted a report to their Audit and Standards Committee bringing forward proposals for the adoption of the Local Government Association (LGA) Model Code of Conduct, associated guidance and procedures. It has been recommended that the revised LGA Model Councillor Code of Conduct be adopted to replace the existing Code of Conduct. This will be considered at the June 2022 meeting of the Council and the new Code would be circulated prior to the meeting.

(b) Decisions under 'Delegated Authority'. The Deputy Clerk had used her delegated authority to advertise the Annual Town Meeting in the Witney Gazette at a cost of £74.32 plus VAT.

(c) Dates for your diary:

Thursday 2 June	Oxfordshire Play Association Play and Activity Day
Friday 3 June	Queen's Platinum Jubilee Street Party
June	Funfair
Saturday 27 August	Carterton Carnival
September	Circus
Friday 2 December	Christmas Lights

Meeting dates for 2022:

18 May	Annual Town Meeting at St John's Church, 7pm – 8.45pm
7 June	Administration (to be confirmed)
21 June	Planning and Council
28 June	Amenities and Economic Regeneration (to be confirmed)
19 July	Planning and Council
August	No meeting
20 September	Planning and Council
27 September	Amenities and Economic Regeneration (to be confirmed)
11 October	Administration (to be confirmed)
18 October	Planning and Council
15 November	Planning and Council
13 December	Administration (to be confirmed)
20 December	Planning and Council

(d) A new Town Clerk has been appointed and would commence in post on 20 June 2022. Councillors would be informed of the postholder's details once the appointment had been finalised. The appointment had been made by the HR Committee, which had been given approval to make staffing appointments at the full Council meeting on 19 October 2021.

13 COMMITTEE STRUCTURE

The Committee structure for the year 2021/2022, previously circulated, was as follows:

Planning Committee	Administration Committee	Amenities and ER Committee	HR Committee	Urgency Committee
Cllr R Crapper – Chair Cllr F Harold Cllr N King Cllr J Sangster – Vice Chair Cllr D Wesson Cllr K Wood Mayor and Deputy Mayor (ex-officio)	Cllr S Baylis Cllr J Bull - Chair Cllr M Crossland – Vice Chair Cllr M McBride Cllr J Sangster Mayor and Deputy Mayor (ex-officio)	Cllr R Crapper Cllr P Handley Cllr N King Cllr L Little Cllr M McBride - Chair Cllr D Wesson Cllr K Wood – Vice Chair Mayor and Deputy Mayor (ex-officio)	Cllr N Leverton, Mayor Cllr J Bull, Deputy Mayor Cllr M Crossland (Terms of Reference state that the committee is made up of Chairs of the committees)	Cllr N Leverton, Mayor Cllr J Bull, Deputy Mayor Cllr R Crapper Cllr M McBride (Terms of Reference state that the committee is made up of the Chairman, the Chairs of Committees or in their absence the Deputies)

Events Working Group:

Cllr J Bull, Cllr R Crapper, Cllr N King, Cllr D Wesson, Cllr L Little

Representatives on Outside Bodies:

Allandale Management Committee	Cllr J Bull, Cllr M Crossland
Carterton Community Centre	Cllr J Bull
Remembrance Day	Cllr R Crapper
Allotments Association	Cllr K Wood
Brownes Hall Management Committee	Cllr K Wood
Squash Club Committee	Cllr F Harold
Football Club	Cllr J Sangster

Councillors were asked to consider which committee or outside body they would like to be part of for the year 2022/2023. The following changes were requested:

Cllr Crossland	Planning Committee
Cllr Little	Administration Committee, Allandale Management Committee, Football Club
Cllr King	Allandale Management Committee and Carterton Community Centre

Clarification was sought as to whether Cllr King would have a conflict of interest as she volunteers at the Allandale Centre. It was noted that the outside bodies would need to be contacted to see how many Councillors they would like to be involved.

The final version of the Committee structure for the year would be circulated in due course.

14 FINANCIAL STATEMENTS

The Financial Statement to 30 April 2022, previously circulated and set out at Annex A, was noted.

15 RECEIPTS

Receipts between 20 April and 17 May 2022, previously circulated, were noted.

16 ACCOUNTS FOR PAYMENT

Council RESOLVED that the Accounts for Payment for May 2022, set out at Annex B, be APPROVED for payment. Cllr Handley, Cllr Little abstained.

Various queries were raised seeking clarification on items on the payments list, which the Deputy Clerk would respond to in due course.

17 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

19. Confidential item.

20. Confidential item.

The meeting closed at 9.15 pm

21 June 2022

Town Mayor