

CARTERTON TOWN COUNCIL
MINUTES OF THE MEETING HELD IN THE TOWN HALL
ON TUESDAY 21 JANUARY 2020
COMMENCING AT 7.00 PM

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

Cllr S Baylis (until Item 155)	Cllr C James
Cllr J Bull	Cllr M McBride
Cllr C Cook	Cllr D Melvin
Cllr R Crapper	Cllr D Wesson
Cllr M Crossland	Cllr K Wood
Cllr P Handley	
Cllr E Hatton	

Apologies: Cllr L Little, Cllr J Sangster

Officer: Ron Spurs – Town Clerk

In attendance: Cllr N Field-Johnson, County Councillor

138 DECLARATIONS OF INTEREST

Cllr Melvin declared an interest in Item 148, Grant Application from Volunteer Link-up, as he is a volunteer with the service.

Cllr Wood declared an interest in Item 153, Accounts for Payment, as an Allotment holder.

139 MINUTES OF THE LAST MEETING

The Minutes of the Meeting held on 17 December 2019, previously circulated to Members, were approved as a true record and signed by the Chairman. The Confidential section of the Minutes would be discussed in the closed section of the meeting.

140 PLANNING COMMITTEE

Council received the Minutes of the Meeting of the Planning Committee held on 17 December 2019, which were noted.

141 TOWN MAYOR'S ANNOUNCEMENTS

The Mayor attended the following events:

18 December 2019 - Lord Mayor of Oxford's Christmas Reception.

20 December 2019 - Staff Christmas Lunch. The Mayor thanked the staff for their hard work and paid for drinks to go with the meal.

142 CLERK'S REPORT

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

143 ADJOURNMENT FOR MEMBERS OF THE PUBLIC TO RAISE MATTERS

There were no members of the public present.

144 ADJOURNMENT FOR COUNTY COUNCILLORS TO RAISE MATTERS

Cllr Field-Johnson had produced a Report, which had been circulated to Councillors prior to the meeting. The report highlighted in particular a trial is due to commence in March/April 2020 to prohibit HGV traffic through Burford, with the rest of the report being the same as that for December 2019.

He was pleased to see cross-party agreement at Cabinet for budget setting this year.

Each County Councillor has their own Priority Fund of £15,000 a year to use at their discretion for projects in their area. He has received applications for new signage, town centre mosaic and the Got2B project (see Item 145(e) for further details). The fund closes at the end of January.

Cllr Crossland highlighted the need for the footpath leading from the new Swinbrook Park development into Shilton Road to be joined up, for the hedges at the junction to be cut back to improve the vision splay and for more lighting and signposting to improve visibility. These items do not come under the Priority Fund and Cllr Field-Johnson suggested the Town Council write to Highways and David Wilson Homes and this could then be followed up and supported by the County Councillors.

Cllr Wesson highlighted maintenance problems with the Dragon Patcher machines that fill potholes. Cllr Field-Johnson said that the two machines are not owned by OCC and whilst there have been some problems with breakdowns, they have repaired nearly 1,400 potholes.

There are still problems with flooding in the Underpass on Upavon Way. It is on the OCC priority list and the area has now been cordoned off pending the water being pumped out and new pump equipment being installed.

Cllr Handley reported that a Planning Application would be submitted in the near future for the new Fire Station. The Fire Brigade had been awarded a temporary contract for the transport of the deceased for the Coroner's Office.

His Priority Fund has been allocated to the following: £6,000 for equipment at the Family Centre, £5,600 for goalposts for the Football Club and £2,000 for Allotments, with the remainder going to surrounding villages.

Road repairs in Lawton Avenue and Arkell Avenue had been delayed while consideration was given to resurfacing rather than repairing the potholes.

The compound used for storage by contractors at the Swinbrook Park estate has not yet been cleared away and he suggested the Town Council approach David Wilson Homes about this.

He would like to see the former Traffic Advisory Committee reinstated. The Mayor suggested this go on the Agenda for the next Town Council meeting.

The Mayor thanked the County Councillors for their reports.

145 ADJOURNMENT FOR DISTRICT COUNCILLORS REPORTS

(a) Cllr Bull – Carterton North West and Inclusion Champion. An update is awaited on accessibility at the new Trampoline Park. She has been asked to look at a full accessible working plan for the District Council. She had also attended the Oxfordshire Growth Board meeting.

(b) Cllr Crossland – Carterton North West. Nothing to report at present.

(c) Cllr Leverton – Carterton South and Armed Forces Champion. He attended a Working Party on Settled Status for EU Nationals and is pleased to report that the Government had worked hard on this and was ahead of schedule. He had a meeting with Group Captain Osbourne to discuss the need for volunteers to help expand the Scout groups as they have a waiting list for children to join.

(d) Cllr McBride – Carterton North East and Deputy Chairman of the WODC Environment Committee. Nothing to report at present.

(e) Cllr Mead – Carterton South and Cabinet Member for Health and Leisure. In a move to reduced levels of fly tipping, householders will be liable for a £400 fine should their waste not be correctly disposed of. Householders should therefore check that contractors are licenced.

To help prevent homelessness those leaving the care system would be exempt from Council Tax for a period of time. The West Oxfordshire Plan would be going to Council tomorrow and once approved would be circulated to all parishes.

She had met with Nathan Powell from Airbus and discussed how Airbus can give back to the community, for example working with the Community College on their STEM project and offering careers advice.

Got2B, a new company consisting of two youth support workers, currently running from The Coffee Shed on the Leys in Witney, have made a great impact engaging with youngsters in the town, including working with the schools and visiting those not attending. They want to run a similar scheme in Carterton. WODC provided some emergency funding to enable them to work on Shilton Park due to the recent antisocial behaviour there. They will make a presentation to the Council next month. Cllr Bull would be happy to offer them some business advice and suggested the Youth Forum that meets in Witney and Airplay would be good contacts. Cllr Crossland suggested reinstating the Youth Council. The Clerk said there was a need for outreach work with youngsters and believed these two ladies had the skills to work with young people in a positive way.

The Mayor thanked the District Councillors for their reports.

146 AMENITIES WORKS FOR AUTHORISATION

(a) Queen Mothers Garden. Replacement of vandalised log roll around the rose bed, at a cost of £265.00 plus VAT.

(b) Blackthorn Playground. Reinstatement climbing mound and lay new matting, at a cost of £285.00 plus VAT.

(c) Blackthorn Playground. Installation of a dog waste bin on the green area surrounding the playground, at a cost of £216.90 plus VAT.

(d) Purchase of two Grit Bins for residents, one of which to be installed in Edgeworth Drive and the other to be decided, at a cost of £203.56 each plus VAT. Cllr Melvin suggested the second Bin could go at Shillbrook Avenue where a broken bin had been removed a while ago.

(e) Town Centre Bus Stop. Purchase of upright cigarette bin to trial at the main bus stop in Brize Norton Road. The main cause of litter at bus stops is from cigarettes. To be purchased from the £4,000 from WODC to combat litter around the town, at a cost of £200.00 plus VAT. Cllr James said that cigarette bins have been broken into and suggested a sturdy design. Cllr Crossland suggested a litter bin at the bus stop near the Methodist Church.

(f) Tikspak. The Contract for the dog waste bag dispensers is due for renewal. As part of their new business plan they have offered prime location on the stations (of which the Council has ten), with free artwork and the Town Council logo to express any message we would like to portray to residents. The cost would be £1,000 per annum (for two years). The waste bags would remain free of charge.

Councillors discussed whether dogs should be kept on a lead on the ARRG, although this would be difficult to enforce.

Council resolved to APPROVE the above works, with the exception of the Tikspac contract, which required clarification of the cost and details of the advertising.

147 MOSAIC IN TOWN CENTRE

Cllr Hatton gave an update on the schools' project to produce a Wall Mosaic for the town centre. Funding was being sought from the Town Council, Carterton Lions, Carterton Educational Trust and Cllr Field-Johnson's Priority Fund.

The mosaic would be circular and incorporate crests/logos of all the schools and organisations that had donated money towards it. It was hoped to locate the mosaic either on the wall of The Original Factory Shop facing the Market Square or the wall between Mountain Mania and All'Angelos. A meeting with the artist would be arranged.

Burford Rotary Club had given each school £250 and the schools were working together very well on this joint venture. The mosaic would be constructed at St Joseph's School with a professional artist and the schools were organising a rota so that every child had an input. As it would be mounted on a wall, it would not need to be as robust as the mosaic in Tower Square, but Cllr Hatton believed the quality would not be any less.

Cllr Field-Johnson said this is a good community project and fully supported it. Cllr McBride suggested a plaque to accompany the mosaic showing that it was produced by children from the local schools. Cllr Wood said it was important to document the journey of how it was made to look back on in the future. Cllr Mead suggested an article in The Crier magazine.

Council resolved to APPROVE that the Clerk use his authority to give £500 towards it.

148 APPLICATION FOR GRANT – VOLUNTEER LINK-UP

Volunteer Link-Up have a team of 22 volunteers supporting 120+ residents of Carterton with community transport, befriending and practical tasks allowing residents to continue to live independently. Funding of £500 was sought from the Town Council towards the cost of producing two regular newsletters to inform volunteers of up to date information and best practice and keep them updated with local volunteering opportunities.

Council resolved to APPROVE a grant of £500 for the work of Volunteer Link-Up.

149 FINANCIAL STATEMENT

The Financial Statement to 31 December 2019, set out at Annex B, was noted.

150 INCOME RECEIVED

Income Received during December 2019, previously circulated, was noted.

152 DEBIT CARD TRANSACTIONS

Debit Card transactions during December 2019, previously circulated, were noted.

153 ACCOUNTS FOR PAYMENT

Clr Cook asked for an update relating to the payment for CCTV. The Clerk said discussions for updating the system were ongoing and he would let the Council know in due course.

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

154 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

155 CONFIDENTIAL ITEMS 135-137 OF THE TOWN COUNCIL MEETING HELD
ON 17 DECEMBER 2019

Confidential.

156 APPOINTMENT OF VALUER OF COUNCIL ASSETS

Confidential.

The meeting ended at 8.45 pm.

18 February 2020

Town Mayor

1. **Update re Projects:**

- (a) **ARRG.** Designs had been produced for the new Pavilion as per the specification agreed by Council, which are available for Councillors and the public to view and make their comments. The next step will be to meet with the Planning Officer, agree a final design and submit a formal Planning Application.
- (b) **Tree Planting.** A Report is awaited from the Landscape Architects.
- (c) **Town Hall Refurbishment.** A number of local companies have been to give their ideas for the project and give quotes. This will be discussed at the next Amenities & Economic Regeneration Committee in February.

The updates were noted.

2. **Update re Court case - Linda Little v Carterton Town Council:**

This would be discussed in the closed session of the meeting. **Noted**

3. **Update meeting with Savills on 15 January 2020:**

The meeting was to discuss possible future development of land to the north of Carterton and what the Council would like considered for S106 projects. The Clerk suggested a Cemetery and Sports facilities. **Noted**

4. **Christmas Lights Switch-On** - Carterton Lions have thanked the Town Council for its donation of £50 for Don Rouse's MC duties at the Street Fair. This sum will go towards their Christmas Collection to support their charity 'Lights Up'. **Noted.**

5. **Diary Dates**

Tuesday 4 February	Amenities & Economic Regeneration Committee
Tuesday 18 February	Planning and Town Council

These dates were noted.

**Ron Spurs
Town Clerk**