

**Minutes of the Burford Town Council meeting held in the Council  
Chamber on 3 August 2011 at 6.45pm**

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**Present:** Cllr J White. Mayor. Cllr J Tunnell-Westmacott. Deputy Mayor  
Cllr S Lofthouse. Cllr D Cohen. Cllr P Bush. Cllr D Cotterill. Cllr A Temple-Bruce. Cllr J  
Couchman O.C.C. Maggie Andrews Town Clerk. John Yeatman Treasurer.

Allan & Rachel Read attended the first part of the meeting to present ideas for updating the website, without compromising the content. The home page will more topical, current and informative, adding a diary of events and a good balance between visitors and businesses. Cllrs were asked to look at the site and give feedback as soon as possible to Allan.

**1. MINUTES**

**Resolved:** That the minutes of the Council meeting held on 1 July be approved as a correct record and signed by the Chairman

**2. MATTERS ARISING**

An amendment to the minutes under Recreation ground report, Burford FC – should have read ‘ they will be encouraged to use the pitch furthest away from the A40, i.e. the most northerly pitch which is on a slope’.

**3. OTHER MATTERS FOR DISCUSSION**

None.

**4. APOLOGIES FOR ABSENCE** Cllrs Mills, Brown & Walker.

**5. DECLARATION OF INTEREST**

The following Councillors declared a personal interest because they represent the Council as a Chairman of the following committees:-

Cllr White – Planning (acting Chairman in Cllr Walker’s absence.)

Cllr Tunnell-Westmacott – Environmental & Cemetery

Cllr White is to receive a payment of £557.04 being the reimbursement of the purchase of wine/drinks for the Mayor’s Town reception, during Festival week.

**6. TREASURER’S REPORT**

The Treasurer reported there had been no issues with the audit and the financial statements had been passed. The audit approval and completion document is displayed on the Council notice board under the Tolsey.

Invoices for payment:

Mrs M Andrews salary	640. 00
Inland Revenue	258. 68
Mr & Mrs K Dadge	91. 00
Petty Cash	60. 00
R H Transport services- coach trip to Mucknell Abbey	348. 00
PRCC annual subscription – balance owing	15. 00
British Telecom	79. 90
Hickman Bros (cement, sand, postfix)	95.67

McCracken & Son 5 <sup>th</sup> and 6 <sup>th</sup> cut to town	1737.60
A K Timms	55.48
Oxfordshire County Council (oak posts)	250.00
B.D.O. Audit fees	480.00

The above were passed for payment

### **7. MAYOR'S REPORT**

The Mayor reported that between 40 and 50 people attended the meeting in the Church, organised by the Friends of Burford Library. OCC are proposing to cut the Librarian's hours by two thirds, suggesting that volunteers man the Library to make up the shortfall. All the points raised will be forwarded to O.C.C. together with counter proposals. The consultation ends in September.

He also joined the party who went to Mucknell Abbey to visit Abbott Stuart and the new Abbey development, and also attended the opening of the 'Wysdom' block at the top school. This block is dedicated to music, drama, culture and R.E. He was a guest at a dinner organised by the small local branch of Rotarians.

The Town Clerk and Cllr White attended a housing conference regarding Rural Exception schemes.

### **8. W.O.D.C. REPORT**

Cllr Cotterill reported the untidy recycling site in the Car park. Some companies are abusing this area and dumping bulk waste. This was reported to Bob Lightfoot at W.O.D.C.

### **9. O.C.C. REPORT.**

Cllr Couchman said Cllr Rose would be contacting Councils' regarding extra salt deliveries in case of severe winter weather.

### **10. CORRESPONDECE**

1. W.O.D.C. Core strategy. Consultations are to take place in relation to the development of the LDF Core strategy. Cllr Cohen agreed to respond and Cllr White will represent us at the meeting on 14 September.

2. Local Government Boundary Commission – Electoral Review of Oxfordshire. O.C.C. are making reductions in the number of Councillors from 74 to 63. W.O.D.C. will have 10 members instead of 12.

3. Sub-Postmistress Burford. Correspondence received concerning Traffic Wardens and cash delivery van. A response will be drafted.

### **11. COMMITTEE REPORTS**

#### **Planning.**

The following plans were discussed:-

W11/1017. New House Swan Lane. No objection.

W11/1098. 3 Lawrence Lane. Erection of summer house. No objection.

W11/1051/1066,1067,1064,1063. Restrospective planning application for the installation of air heat pumps. No objection.

W11/1029. Royal Oak. Witney Street. Internal alterations to inglenook fireplace. No objection but the committee strongly recommended that a site visit be carried out by WODC planners.

### **Recreation Ground**

Cllr Bush reported that on investigation of the drainage system and cess pit, various problems have been found, one being a large foreign object which turned out to be a concrete railway sleeper.

It was proposed that the Contractor who has been investigating the matter, assess the area for any further damage which may have occurred and rectify if necessary.

The Pavilion showers are being refurbished, the toilets need to be improved.

Three BBQ's have now been installed on the Recreation ground, a new climbing net has been installed on the climbing frame. Two 'Gym on the Rec' evenings have taken place focusing on the South East corner and tidying the bonfire area.

Drawing for the wall at the boundary Hunts Close/Recreation ground have been viewed. Cllr Brown thought expansion joints near trees would have been on the plan, and that photos should be taken before and after regarding access onto the ground.

The gate from Tanners Lane into Westfield has been damaged.

Councillors agreed that shrubs should be planted by the new steps into the Pavilion to deter earth from covering the entrance in bad weather. A new cover is still needed for the drain on Westfield. David Buckland to action last three items of the report.

### **Environment & Cemetery**

It was reported that Pytts Lane road surface is very bad. Priory Lane collapsed wall. This is still an eyesore.

The waste bin in Sheep Street used by Maison Blanc is under discussion with Jon Dowell, WODC.

Overhanging trees, Tanners Lane/A40 need cutting back.

The post box outside the Post office has been badly repainted. Royal Mail to be contacted.

The yew hedge has been cut back and shaped at the cemetery. A recent working party cleared debris and moss from grave stones.

**BEAP.** Suggested site for winter salt storage is the Lichgate chapel.

**Rural Housing Exception Scheme.** No report.

**Traffic.** Traffic Advisory meeting 14 September

The matter of speeding traffic and traffic light sensors (Cllr Cotterill) will be on the agenda as will a report on HGV's (Cllr Bush).

Mike Horton's report is still awaited regarding the proposals for Priory Lane.

### **Warwick Hall.**

No report.

### **13. ANY OTHER BUSINESS**

It was noted that the road sweeper cannot sweep properly because of parked cars.

One of the offices at the Brewery has been offered for Council meetings. Councillors felt that these should continue to be run from the Council Chamber.

Cllr Temple-Bruce had attended a Code of Conduct seminar.

No one has yet come forward to sit on a small committee to arrange an event for the Queen's Jubilee 2012. Suggestions have been mooted for a High Street party.

Civic Service & reception - 18 September in the Parish Church.

**15. CHARITY MATTERS**

None.

The meeting closed at 8.45pm.