

**Minutes of the Burford Town Council meeting held in the Council Chamber on 6 April 2011 at 7.00pm**

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**Present:** Cllr D Cohen. Mayor. Cllr J Tunnell-Westmacott. Deputy Mayor Cllr D Cotterill. Cllr N Mills. Cllr A Walker. Cllr P Bush. Cllr J White. Maggie Andrews Town Clerk.

**1. MINUTES**

**Resolved:** That the minutes of the Council meeting held on 2 March be approved as a correct record and signed by the Chairman

**2. MATTERS ARISING.**

It was noted that Cllr Lofthouse had given her apologies for missing then March meeting although her name was listed as attending.

It was noted to keep the matter of snow clearing on the agenda for next month.

**3. OTHER MATTERS FOR DISCUSSION**

Extra Care Housing. A draft letter to David Neudegg at W.O.D.C. was read to Councillors. This needs some alteration and will then be sent to him. Cllrs Cohen, White and Cotterill to action.

Skip Licenses. There appears to be no enforcement on time limits of skips. Council agreed to send a strong letter to Highways which Cllr White will draft.

**4. APOLOGIES FOR ABSENCE.** Cllrs Brown, Temple-Bruce & Lofthouse.

**5. DECLARATION OF INTEREST**

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

Cllr Walker – Planning

Cllr Tunnell-Westmacott – Environmental & Cemetery

Cllr Cohen – Traffic Advisory

**6. TREASURER'S REPORT**

The Treasurer presented a draft of final figures in advance of the Annual General Meeting on 21 April. The final report will be submitted at that meeting.

We will make application to O.C.C. for grass cutting and Lengthman grants.

The full accounts will be ready for the next council meeting together with the Annual Return.

Thanks were noted to Cllr Bush for his research into the electricity costs at the Recreation Ground for which we received a substantial rebate.

The office electricity usage needs adjusting to another tariff. Cllr Bush to action.

Invoices for payment:

Mrs M Andrews	709. 28
Inland Revenue	309. 84
Mr & Mrs Dadge	91. 00
John Yeatman	470. 00

Thames Water (Rec. Cemetery & Office)	216. 44
Viking Office Supplies	76. 81
OALC annual subscription	230. 41
ORCC annual subscription	15. 00
A K Timms	186. 87
The Bridge half page ad:	50. 00
David Buckland repair of 30ft collapsed cemetery wall	150. 00
The above were passed for payment	

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

The Mayor reported that he and the Town Clerk had attended an Aerobic Digestion plant where food waste is processed with the aim of lessening landfill. The exercise was very useful. Full information can be found on the Agrivert website.

A meeting was arranged between Bob Lightfoot, Jon Dowell, Cllr Cohen, Andy Smith (Chamber of Trade) and the Town Clerk regarding commercial waste. Commercial cardboard is to be collected along with all other but will have different coloured stickers to identify it so it can be recycled.

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

With the budget behind us and the council tax bills issued it is time to enter the elections season. WODC elects its council members by thirds so this year, 16 council seats are to be considered by election. The council website, [www.weswtoxon.gov.uk](http://www.weswtoxon.gov.uk) lists all three seats and the candidates. All 16 seats are being contested and there is a Conservative candidate in each one. Some have Liberal Democrat opponents, some Labour and most seats have a Green party candidate. There is no election in Burford this year but the polling booth will be open for the AV referendum vote.

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

The OCC precept was frozen at the 2010/11 level thanks to the Central Government grant. Irritation of late grants arriving after the Final Local Government Settlement, might if known earlier, have allowed a proposal to a budget containing slightly less onerous service reductions.

Repatriation arrangements are being made for the remains of service men killed in battle, for the imminent transfer back from Lyneham to RAF Brize Norton. The arrangements from the Base to the John Radcliffe Hospital will be handled by OCC and Thames Valley Police. The senior OCC officer involved is Sue Scane, the Assistant Chief Executive and Chief Finance Officer will lead the County's liaison with West Oxfordshire. The Repatriation route out to the A40 is in Cllr Couchman's County Division. Because the "Wooton Bassett" effect is almost certain to transfer to Brize Norton village/Carterton, arrangements are being undertaken which will keep the people who come to pay their respects safe, and show due respect to our fallen servicemen.

### **10. BURFORD EMERGENCY PLAN DEVELOPMENTS.**

Oxfordshire County Council has donated several high visibility jackets. The need for road closure signs, flashing lights etc. is to be discussed further.

Cllrs White and Brown attended a DEFRA 'Watermark' flood emergency seminar where the use of emergency equipment was demonstrated.

Council's main focus should be what happens during the recovery period. Notes on this will be added to the BEAP paper

### **11. CORRESPONDENCE**

1. Erica Henson, Youth worker has requested the use of the Pavilion for Sunday 10 April BBQ, a family fun week at half term, and a regular new meeting for 7-9 year old girls called 'Bliss'. Councillors were in agreement these events could take place.

### **12. COMMITTEE REPORTS**

#### **Planning.**

The following plans were discussed:-

W11/0403. 17 Priory Lane. Replace flat roof with pitched roof. No objection.

W11/0422. Stile Close. 212 The Hill. Alterations and erection of single storey rear extension. No objection.

W11/0465. The Lamb Inn. Erection of two hanging signs (Retrospective). No objection.

NB. It was noted that the erection of a conservatory at a Frethern Close property was within the permitted development.

Cllr Cotterill reported hearings on three Photovoltaic applications. Uplands Committee refused Sturt Farm, and recommended site visits for the other two.

#### **Recreation Ground**

There is a Rec meeting on 13 April. A new football team has requested use of the pitch. Initially Councillors agreed but good liaison would be necessary with both the new 'Burford' team and the current Ducklington team.

The water heating system for the showers in the Pavilion needs updating. Cllr Bush agreed to investigate.

A tree to commemorate Ken Bedford will be planted on the Rec by neighbours and friends. Council agreed that a walnut tree would be suitable.

Position and site to be decided by the Recreation Ground committee.

#### **Environment & Cemetery**

Work to the proposed new toilet block and VIC building will commence mid-May and is an eight week project completing in mid July. While work is going on extra toilets will be provided in the car park. However this will mean fewer spaces for car parking until the work is completed.

Cllr Brown had suggested tokens be used on public toilets which would deter vandals from trying to take money from the coin operated systems. Tim Seton at WODC to be advised.

The town has had its first grass cut of the year. Many pot holes still need filling.

An extra recycling bin for visitors which will take glass, plastic and paper, will be placed on Church Lane by the dog waste bin.

It was noted a salt bin has been re-sited in Frethern Close. Cllr Bush agreed to investigate.

It was noted that the collapsed wall in Priory Lane is dangerous to the public. The Clerk to advise Highways.

Bus stops, The Hill. The hard standing will be carried out shortly.

Cllr Tunnell-Westmacott is to call a Cemetery meeting. Date to be advised.

Memorial stones at ashes plots need some attention.

**Rural Housing Exception Scheme.**

Paul Hemming from Cottsway attended the first part of the Council meeting advising that they are close to submitting an application. Some designs need amending and Highway details still need to be resolved regarding parking and entrance to the site. Extra traffic will be generated which is inevitable.

15 units are to be built now, with five more later if there is still a need. There will be a mixture of properties because of the high demand for smaller households. The proportion of flats will be increased, houses decreased.

A public display will be available at the Tolley in April. Date and time to be advised and circulated. The public will be invited to view the static display and ask questions. This will give ample scope for comments and Cottsway's response.

The parking of caravans is an issue and Paul suggested we write at the appropriate time, regarding our concerns over enforcement. Terms could be specified possibly in Tenants' conditions. It was suggested that Michael Dedman at OCC Highways be contacted regarding this issue.

**Traffic.** The erosion on the A40/Oxford Road/pedestrian crossing is still cause for concern. Cllr Couchman will follow the matter up.

The Clerk had written to Mike McLoughlin at WODC asking that the traffic wardens exercise a softer approach.

**Allotments.** A definitive list of all holders is now in hand and the annual rent has been paid.

**Royal Wedding celebrations.** A request was given to all Councillors to help with bunting, tables etc. and also with clearing up afterwards.

**14. ANY OTHER BUSINESS**

The Council was invited to put the Recreation Ground in Trust to celebrate the Queen's Trust. The National Playfield Association would then be the trustees. Council was against this move since it would mean we would lose control of the Grounds.

Cllr Bush reported a drain cover outside Huffkins had fallen in and was dangerous to the public. The Clerk to advise Thames Water.

Cllr Bush asked Cllr Couchman whether we could apply for an air quality meter. Cllr Cotterill also agreed to look into this matter.

The extra sign for parking at the Rec car park is in hand. Cllr Walker to action.

Cllr Cotterill asked Cllr Mills if there was any further development on Bury Orchard and extra parking. Cllr Mills said it was still being considered.

**14. CHARITY MATTERS.**

A proposal was made to increase the Charity Saturday charge from £10 to £15 per session. All were in agreement.

The meeting closed at 9.00pm.