

**Minutes of the Burford Town Council meeting held in the Council
Chamber on 5 October 2011 at 7.00pm**

Present: Cllr J White. Mayor. Cllr J Tunnell-Westmacott. Deputy Mayor
Cllr D Cohen. Cllr P Bush. Cllr D Cotterill. Cllr N Mills. Cllr D Walker.
Cllr I Brown. Cllr A Temple-Bruce. Maggie Andrews Town Clerk.
John Yeatman Treasurer.

1. MINUTES

Resolved: That the minutes of the Council meeting held on 7 September be approved as a correct record and signed by the Chairman

2. MATTERS ARISING

Cllr Tunnell-Westmacott reported she had contacted Mr Coles who advised he would fence off his field entrance to deter unauthorized access.

3. OTHER MATTERS FOR DISCUSSION

Chamber of Trade map. The Falkland Hall notice board site needs refurbishment and this site may be used to house the map. However, as a matter of courtesy the tenant of the building would need to be contacted – more discussion required.

4. APOLOGIES FOR ABSENCE Cllrs Lofthouse & Couchman.

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 Brown – Recreation Ground.

Cllr White – Traffic Advisory & BEAP.

Cllr Mills declared an interest under planning. He has submitted an application for Burford News which he owns.

6. TREASURER'S REPORT

The Treasurer produced and circulated the second quarter spend.

It was noted that Council tax will be £1153.62. VAT will be reclaimed for the period 1.4.2011 – 30.9.2011 of approximately £2400.

The second and final precept payment is due in October.

A finance meeting will be held on 9 November at 6.30pm, the Treasurer urged Councillors to consider items for expenditure for 2012/13.

It was noted that the Chamber of Trade requested a £500 grant toward the fireworks on 5 November. This was agreed since it had been budgeted for and added to items for payment.

Cllr Cotterill said there would be a small expense for some bound copies of the Town Plan. This was agreed, invoice to follow.

Invoices for payment:

Mrs M Andrews salary	739. 15
Petty Cash	35. 00
Inland Revenue	300. 36
Mr & Mrs K Dadge	91. 00
Allan Read website planning meeting	25. 00
Petty Cash	50. 00
John Yeatman	476. 88
British Telecom	17.02
McCracken & Son 9 th grass cut	868. 80
Mr Jackson (work to cess pit Rec)	400. 00
A K Timms	387. 79
Viking Direct	158. 15
Maggie Andrews Civic service food	25. 24
R Andrews - ditto -	17. 86
Thames Water, Tolsey	8. 78
Onsite Central cess pit tankering Rec	264. 00
Mayors 2 nd allowance	500. 00
The Bridge annual subs	10. 00
Talkingoutloud – renewal of ‘burfordtown’ website	26. 50
Chamber of Trade	500. 00

The above were passed for payment

7. MAYOR’S REPORT

The Mayor reported a successful Civic Service with approximately 230 people attending the service.

A date has been set for Councillors and their partners to attend a Christmas party on 15 December at the Tolsey at 7.00pm. Invitations will be sent.

8. WODC REPORT

In mid September an all day WODC Council meeting was held in the Corn Exchange Witney, to hear the views of the public with regard to planning strategy issues published in the LDF core strategy. The main issues concern Blenheim estates, Witney & Carterton. The information gathered is now being studied by WODC planning officers. The LDF as conceived by the previous government and the present coalition is discussing a return to the former system of Local Plans with the addition of Neighbourhood plans. Consequently, the LDF Core Strategy will probably be revised as a District Local Plan and a method of compiling Neighbourhood Plans will be formulated.

In anticipation of more weight being given to Neighbourhood Plans the Town Council is investigating local opinions with regard to Extra Care Housing requirements in the town and environs.

The County Council are looking at a ‘Blue Plaques’ scheme, where famous people can be remembered. Proposals will be put forward at the next Council meeting under the agenda.

9. O.C.C. REPORT.

No report.

10. CORRESPONDENCE

1. Cotswold Conversation Board. Parish Liaison meeting 15 November.

We have requested information arising from the meeting.

2. OPLC Effective response to planning meetings, training session 6 December. Cllr Walker will attend.

3. An application for an extension to the existing drinks licence has been received concerning the Royal Oak Witney Street. This was agreed.

It was noted that Mr Suratgaur was concerned about possible loud late night music at the Royal Oak. No application for a music licence has been received.

4. Sue Barguss has written regarding the footpath along Witney Street past the 30mph sign toward Swinbrook. Overhanging trees and bushes are overgrown and hazardous for pedestrians when traffic is passing. After discussion it was agreed to contact OCC asking them to carry out any necessary work.

11. COMMITTEE REPORTS

Planning.

The following plans were discussed:-

W11/1182. The Old Brewery. Change of use to residential.

Subject to provision of parking.

W11/1394. Burford News. Alterations to include new staircase. No objection.

W11/1482,93,90,73,72,67,63. Cottsway application for Windrush Close, Meadow End and Frethern Close. To install air source heat pumps. No objection.

W11/1548. Batty's Farm. Removal of condition 16 of planning permission 03/2162 to enable full unrestricted use of each dwelling for residential purposes. No objection.

Sensible use of a redundant farm.

W11/1560. Upton Downs Farm. Installation of solar panels to south facing roof slope.

Objection on the grounds of high visibility when approaching the property.

Recreation Ground

After inspection, it was noted that a manhole cover needs replacing on a cess pit at a cost of approx. £200. This feeds the Scouts and Bowls club and some Councillors felt the cost should be met by them. Further investigation is needed as to whose responsibility it is to arrange emptying and repairing of cess pits and covers and costs involved. Action Cllrs White, Bush, Brown.

The car park has been tidied and overgrown foliage cut back.

The boundary wall Rec/Hunts Close has been repaired and the site left clean and tidy by contractors. A letter of appreciation will be sent to Treloars. Action Town Clerk.

The Falkland Hall Trust have donated up to £10,000 for refurbishment of the showers and changing rooms at the Pavilion. Local labour is being sought and a programme of work drawn up. A Recreation Ground committee meeting will be held on 25 October at 7.00pm.

Environment & Cemetery

The collapsed wall in Priory Lane has been rebuilt.

An oak post on Church Green needs re-cementing in place.

Grass at Frethern Close has been cut.

A working party met at the Cemetery and tidied graves.

A letter has been received from Mrs Turner, the daughter of the late Mr Tom Thomas thanking the Council for a well kept Cemetery.

BEAP.(Burford Emergency Action Plan)

A 'Salt Day' has been set up for local Towns and Parishes by OCC. This will give information on salt spreading during severe winter weather.

Rural Housing Exception Scheme.

Paul Hemming of Cottsway Housing has advised that Phase 1 is on schedule for the build of 15 houses, commencing early next year, the remaining five possibly built within the next ten years.

The matter of cycle paths has been mentioned and Cllr Bush agreed to find out where these are proposed to be sited.

Traffic

Sheep Street – white gates, work in hand.

The following points emanated from the recent Traffic Advisory meeting.

Downgrading of the Stow Road. This has been ongoing for some years and the Council is still pressing for this – finance from OCC unlikely at present. Ms N Jarratt had talked to Cllr White on this subject and he will reply to her comments.

Oak posts at Pethers Piece have still not been erected. The Clerk will chase.

Guilford/Witney Street junction, damaged cycle route sign – in hand.

Sheep Street – removal of double yellow lines to create short term parking, in hand.

Priory Lane – Refurbishment to white line painting marking coach bays and double yellow lines added by the entrance to Budgens. Council accepted Mike Horton's (OCC) proposals for these works and for Traffic Orders to be raised and implemented. (The report had been previously circulated to all Councillors).

Additional double yellow lines Church Lane - in hand.

Deliveries to Post Office and Bank, High Street. Suggestions for a marked loading bay. Under discussion.

Extend pavement outside Burford House Hotel – no finance.

Request to add how many spaces available in main car park Town Clerk to write and request.

Suggestion for drop off point by Christmas Court, short stay. Discussion required.

A letter to be sent to Chamber of Trade requesting that staff from businesses park in main car park and not on the High street.

Keep Clear markings Lower High Street, removal – under discussion.

Pedestrian crossing timing too short for elderly to cross safely. Clerk to request longer time.

Sensor for speeding traffic – action Cllr Cotterill.

Double yellow lines top of Barns Lane. Request to OCC.

Request for a larger HGV sign at top of Barns Lane.

Mike McLoughlin WODC has suggested a complete and general review of parking in Burford. Meeting to be arranged.

Create a bylaw for caravan parking. Discuss.

Once all items have been formulated an application will be submitted to the Area Steward, Ian Clarke. Action Cllr White.

Warwick Hall.

The planning application has been submitted to WODC.

The Gardens have been cleared but more work is still needed..

Jubilee 2012

A meeting will be held on 6 October with all interested parties. Report to follow.

Library.

The Friends of Burford Library have drawn up a good paper which will go to consultation.

12. ANY OTHER BUSINESS

It was noted that the cost of extra salt should be included in the 2012/13 budget.

Comments on the recent tree survey awaited.

It was noted that a foul smell is coming from the area around Huffkins. Cllr Brown to give the Clerk a contact detail to report it.

Application for road closure for Remembrance Sunday – Action Town Clerk.

Website has been updated.

Fly tipping has been discovered at the Rec Car Park. Advise Bob Lightfoot at WODC.

13. CHARITY MATTERS

Mr Aker has taken three more Fridays under the Tolsey for his art sales.

The meeting closed at 9.05pm

