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CHIPPING NORTON TOWN COUNCIL

At the Council Meeting held, pursuant to notice on Monday 16th December 2019 at 7.15 pm in the Council Chamber, the Town Hall, the following members were present: -

 Cllr. D. Davidson, Town Mayor

Cllr. R. Benfield

Cllr. G. Brown

Cllr. C. Butterworth

Cllr. L. Carter

 Cllr. S. Coleman

Cllr. E. Coles

Cllr. J. Graves

 Cllr. D. Heyes

 Cllr. M. Jarratt

 Cllr. G. Mazower

 Cllr. R. Poole

 Cllr. L. Tuckwell

 Cllr. M. Tysoe

 Officer: Mrs J. Sparrowhawk, Town Clerk

1. Mayors Welcome

The Mayor welcomed everyone to the meeting.

7353 The minutes of the meeting held on the 18th November 2019 – were approved as a correct record and signed by the Mayor at the meeting.

7354 Public Participation

 There were no applications to address the Council.

7355 Apologies for absence

Apologies for absence had been received from Cllr. N. Bradley, Cllr. M. Walker, Cllr. H. Biles, Cllr. G. Saul and Thames Valley Police.

7356 Declarations of Interest

 There were no declarations of interest to report at the meeting.

7357 Mayoral Announcements

The Mayoral Announcements had been circulated with the agenda showing the functions which the Mayor had attended since the previous Town Council meeting.

7358 Oxfordshire County Council

The representative from Oxfordshire County Council had provided apologies for the meeting.

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1. West Oxfordshire District Council Cllr. M. Cahill reported on the following:
* The Single Use Plastics (SUP) Working Group was advising on how SUPs could be phased out in all WODC premises and how UBICO, PUBLICA and contracted partners could end purchase of SUPs.
* The Climate Action Working Group had established action points including a tender for electric vehicle charging points; undertaking exploratory work regarding WODC vehicles and OCC public transport; reporting on working from home and cycling to work. Site visits to Developments of Interest are planned for the New Year.
* Alerts – measures to reduce energy demand and improve fabric performance of a building should be prioritised before consideration of Solar PV etc. and it is important to label a development like Garden Village as ‘exemplar’.

These points were detailed in Cllr. M. Cahill’s report distributed at the meeting.

WODC would be issuing revised planning guidelines in the near future and these would be copied to the Town Council to assist with commenting on planning applications

7360 Planning

(a) Council decided to make the observations set out under the heading ‘comments’ on

 Appendix A – 16th December 2019.

(b) Decisions

None received.

7361 Town Clerk’s Report

 Council approved the following payments: -

1. Imprest Account for November 2019: £9,650.08.
2. General Account: Accounts for payment as at 16th December 2019: £33,539.91.
3. Correspondence received - The report was noted.

7362 Finance and General Purposes Committee

The Council received the minutes of the Finance and General Purposes Committee meeting held on 28th November 2019. An emergency meeting had also taken place on 9th December 2019 to further review the budget. Cllr. M. Mazower was disappointed that the Youth Council budget had been reduced. Cllr. M. Tysoe advised Members that once the Youth Council had been formed and projects etc. were agreed by the Town Council, then the budget would be reviewed. It is a legal requirement for the Town Council to set the Precept based on the approval of the budget for 2020-2021. Cllr M. Tysoe presented the budget and detailed the process of how the proposed budget and Precept had been reached. On a Band D tax this would increase by 3.13%.

RESOLVED: The 2020-2021 budget of £315,004 and election expenses of £3,945.37 totalling £318,950 are approved and the Precept be requested as detailed on the WODC form completed for 2020-2021.

7363 Recreation and Sports Committee

The Council received the minutes of the Recreation and Sports Committee meeting held on 3rd December 2019. Cllr. R. Poole advised that public consultation would commence in the New Year regarding a replacement item of play equipment at Cornish Road.

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Cllr. G. Brown advised Members that he had attended the recent open day at the proposed new community centre at 16 Market Place and had been informed that there were plans to provide a teenage Youth Club within the building.

7364 Traffic Advisory Committee

The Council received the minutes of the Traffic Advisory Committee meeting held on 4th December 2019. Cllr. J. Graves advised that the recent public participation had been very useful at the Traffic Advisory Committee meeting. The meetings were planned to alternate between day time and evenings to enable the relevant Officers to attend. Parking issues within the town were discussed and it was agreed by Members that a specific agenda item regarding parking should be put onto a future Council meeting. Members acknowledged the parking surveys that had recently been undertaken by Setha and that this information would be useful. Cllr. D. Davidson advised that Cllr. H. Biles had provided an update following the Traffic Advisory Committee meeting regarding the town centre railings. Cllr. H. Biles advised that OCC have no further funding this financial year to replace the bollards and railings opposite W H Smith but could apply for funding next financial year to undertake this work.

7365 Cemetery and Pool Meadow Committee

The Council received the minutes of the Cemetery and Pool Meadow Committee meeting held on 11th December 2019. The Committee had reviewed the Cemetery charges and proposed to increase two charges relating to adult burials. All other charges would remain the same.

RESOLVED: To adopt the revised cemetery charges commencing from 1st April 2020.

7366 Chipping Norton Declaration of Climate and Ecology Emergency

 Cllr. S. Coleman had redrafted the Chipping Norton Declaration of Climate and Ecology Emergency, Climate Action Plan and a suggested projects list for discussion by Members. The documents had previously been circulated to Members to allow sufficient time for consideration. Cllr. D. Davidson advised Members that the use of plastic and other materials had been discussed at the recent Cemetery and Pool Meadow Committee meeting and how best this could be achieved. The Committee would be looking to the Climate Change Working Group for further advice. Cllr S. Coleman advised that she would be speaking to local florists regarding the use of plastics and would be undertaking further research into this area. The Climate Change Working Group envisages that the document will generate discussion and reviews within each Committee. Cllr. R. Benfield enquired whether the newly appointed Climate Change Officer at WODC would be able to provide assistance to the Council. Cllr. M. Cahill would enquire with the Officer if this was possible. Cllr. S. Coleman advised Members that she had emailed the Officer but had not yet had a response. Cllr. C. Butterworth felt it would be useful to invite the Officer to a meeting of the Council for further discussion on these matters. Cllr. G. Mazower thanked the Climate Change Working Group for the work that had been undertaken.

RESOLVED: To adopt the draft Chipping Norton Declaration of Climate and Ecology Emergency and Climate Action Plan.

7367 Update on Tank Farm Development

Cllr. D. Heyes reported on the recent workshops undertaken and the information collected would shortly be analysed. There had been a high level of engagement with the public and positive feedback by those who had attended. Cllr. D. Heyes thanked Members who had assisted with the workshops. The East Chipping Norton Strategic Development Area (Tank Farm) Working Group had drafted Terms of Reference for consideration by Members.

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RESOLVED: To adopt the draft Terms of Reference for the East Chipping Norton Strategic Development Area Working Group.

7368 Update from Thames Valley Police

A report had been provided by Thames Valley Police prior to the meeting. The report was noted. Cllr. G. Mazower enquired if the Police could report separately the figure for domestic violence. The domestic violence figure was currently included within the assaults figures. Cllr. S. Coleman requested that the Police provide comparison figures with the previous year’s figures. Cllr. L. Carter informed Members that public awareness regarding domestic violence was required.

The meeting closed at 8.17 pm.