2700



CHIPPING NORTON TOWN COUNCIL

At the Council Meeting held, pursuant to notice on Monday 17th February 2020 at 7.15 pm in the Council Chamber, the Town Hall, the following members were present: -

 Cllr. D. Davidson, Town Mayor

Cllr. M. Walker, Deputy Mayor

Cllr. R. Benfield

Cllr. N. Bradley

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

7388 Mayors Welcome

The Mayor welcomed everyone to the meeting.

7389 The minutes of the meeting held on the 20th January 2020 – were approved as a correct record and signed by the Mayor at the meeting subject to correction that Cllr. M. Walker was in attendance at the meeting.

7390 Public Participation

 Ambulance Community First Responder Scheme

 Mr Butler-Mclees provided a brief summary of the Ambulance Community First Responder Scheme (CFR’s) of which he is a volunteer. There are currently two CFR’s that volunteer in the town for South Central Ambulance Service. The CFR’s attend a variety of 999 calls and use their own vehicles with equipment being supplied by the SCA Charity. The CFR’s attend to residents around the town and surrounding villages who present with a variety of medical and injury conditions to render first aid and provide reassurance and dignity before the arrival of the ambulance. Mr Butler-Mclees offered to train Members in the use of the AED’s that are located in various places across the town. He would also be prepared to provide training for any other groups that may be interested within the town. The training would last one hour. Members thanked Mr Butler-Mclees for his presentation and involvement with the scheme.

2701

 Freedom Training Programme

 Representatives providing the Freedom Training Programme at Chipping Norton spoke about how important the programme is to overcome the cycle of abuse and violence. The programme was a practical solution to the growing issue regarding domestic abuse. A representative from Chipping Norton has now been trained to deliver the programme which has a waiting list. Domestic abuse is not an isolated problem and high levels of domestic abuse cases are recorded nationally. The course has proved to be very successful to the women who have completed it and allows the cycle of domestic abuse to be broken. A £1,000 grant given by the Council has been used towards funding the programme. Further funding is needed towards additional trainers to continue to support those suffering from domestic abuse and enable the programme to be a sustained service.

 Cllr. G. Mazower advised that a Grants Officer may be able to assist in funding sources for the programme. Cllr. D. Davidson advised that the Council should discuss this at a future Council meeting.

Members thanked the representatives providing the Freedom Training Programme for their presentation and update regarding funding requirements.

7391 Apologies for absence

Apologies for absence had been received from Cllr. H. Biles and Thames Valley Police.

7392 Declarations of Interest

Cllr. G. Brown advised Members that he had no direct involvement with the Villager Community Bus Service for the last two years. Cllr. D. Davidson agreed that there was no declaration of interest by Cllr. G. Brown on agenda item 13 for discussion. There were no further declarations of interest to report at the meeting.

7393 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. A number of amendments to the announcements had been made and the updated report had been circulated prior to the meeting.

7394 Oxfordshire County Council

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

7395 West Oxfordshire District Council Cllr. G. Saul reported and updated on the following:

* A brief guide on the Community Infrastructure Levy (CIL) was provided. This included how it is calculated, if it will apply to the East Chipping Norton Strategic Development Area, the payment of CIL to WODC, the spending of CIL and the application of CIL to the Town Council.

These points were further detailed in Cllr. G. Saul’s report distributed at the meeting.

Cllr. G. Saul advised that WODC offices at the Guildhall were due for closure at the end of March. This was due to a decrease in people visiting. Cllr. R. Benfield advised that this was a mistake to shut a service when the town was expanding. Cllr. M. Tysoe was concerned that this decision was similar to the Police Station being shut and that no public facing service would be available to residents.

2702

Cllr. G. Saul advised that there were 18 electric charging points proposed as part of a pilot project within the district, but none were allocated to Chipping Norton.

Cllr. L. Carter reported on the following:

* Information from a Partnership Meeting has identified that Chipping Norton has the worst poverty within the district and some of the lowest outcomes for 16 year olds within the whole country.
* WODC are funding the Oxfordshire Domestic Abuse Service (ODAS). ODAS will attend the next Social & Economic Committee to discuss the service and gaps that currently exist with support within Chipping Norton. Representatives from groups within Chipping Norton will be speaking to WODC about the Freedom Training Programme being offered and the funding required.
* Cllr. L. Carter had recently spoken to students at Chipping Norton School regarding healthy relationships.
* Homes4all had been speaking with WODC Councillors. Homes4all are an independent charity who have recently started work in Chipping Norton. They support and work with the homeless within our community.

Cllr. M. Cahill reported on the following focusing on the recent Environment Meeting:

* The role of the Flood Risk Management Team.
* Air Quality Monitoring and the challenge that Officers claim that levels of pollution in Chipping Norton and Witney were not high.
* Provision of Electric Charging Points.
* Climate Action Group.

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

Cllr. M. Cahill advised that Cllr. S. Coleman had been invited to join the WODC Climate Emergency Working Group.

7396 Planning

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

Appendix A – 20th January 2020. It was noted that planning application our ref: 4472 (19/03504/OUT) had been amended to the erection of 73 holiday homes.

(b) Decisions

None received.

7397 Town Clerk’s Report

 Council approved the following payments: -

1. Imprest Account for January 2020: £9,888.83.
2. General Account: Accounts for payment as at 17th February 2020: £19,114.79.
3. Correspondence received - The report was noted. Cllr. M. walker expressed his disappointment that the developers had ignored the Council’s suggested name for the 80 extra care apartments.

7398 Finance and General Purposes Committee

 The Council received the minutes of Finance and General Purposes Committee meeting held on 6th February 2020. Cllr. M. Tysoe advised Members that the Committee had reviewed the draft Terms of Reference for the Committee, the Risk Management and Financial Regulations. There were a number of recommendations for Council approval.

2703

**RESOLVED:** That the Council introduces a charge of £25.00 from 1st April 2020 for the Town Clerk to undertake the requirement for non-residents of the parish in relation to Certificate of Life Validation. There would be no charge for parishioners of the town for this service. **RESOLVED:** To adopt the revised Risk Management Risk Assessment. **RESOLVED:** To adopt the revised Financial Regulations. **RESOLVED:** That the Council accepts the three year term contract as per the proposal from Zurich at an annual cost of £7,984.71 per annum (including applicable taxes and engineering inspections for play areas).

7399 Replacement for Household Waste Recycling Centre, Dean Pit, Chadlington

 Cllr. G. Brown advised Members that since the closure of Dean Pit residents had to travel further north of the County to a waste recycling centre. Cllr. D. Davidson advised Cllr. G. Brown of the Dean Pit history. OCC closed the site without regard to the Council’s objections. As the site was now closed there was nothing further the Council could do. Cllr. E. Coles advised that there had also been a petition requesting the site to remain open and this had been ignored by OCC. Cllr. M. Walker advised Members that we all need to reduce, reuse and recycle more. Cllr. S. Coleman advised that this issue would be discussed at the next Climate Working Group meeting. Cllr. L. Carter advised Members that there is an issue with people using contractors who do not have a waste carriers licence and it is important to check this when engaging contractors. Cllr. E. Coles advised Members that WODC do have a bulky waste collection service that residents can arrange at a small cost.

7400 Villager Community Bus Services

Members considered the request from the Villager Community Bus Services Ltd. for a grant towards a new bus. Cllr. G. Brown advised that the current bus keeps breaking down and many people are reliant on the bus service. Cllr. M. Tysoe enquired about whether the new bus would be electric of diesel. If electric, then this may be funded through sustainability funding. Cllr. E. Coles enquired about the accessibility for passengers of the bus. The current bus was difficult to access for those with mobility issues. Cllr. M. Walker advised Members that perhaps this type of request would lend itself to CIL funding in the future. Cllr. L. Carter advised that the loss of bus services within the district was having a big impact on the community. Members requested that the Town Clerk should establish further information on the type of bus to be purchased to enable Members to fully consider the grant request.

7401 Update on Tank Farm Development

Cllr. D. Heyes advised that two visits had been undertaken by the group. Cllr. D. Heyes had noted that the environment influences behaviour. The first visit was to a development at Waltham Forest and the second visit was to local sites within the county. Cllr. S. Coleman advised Members that it had been interesting to see the type of houses built and the design code within the developments and that it was important to provide a community centre at the start of a development.

7402 Update from Thames Valley Police

A report had been provided by Thames Valley Police prior to the meeting. The report was noted.

2704

7403 Mayoral and Deputy Mayor Elections

Cllr. D. Heyes briefed Members of the motion to:

1. Dissolve the Mayoral Selection Committee.
2. The function of Mayoral and Deputy Mayor selection should now be undertaken by self-proposal and full council vote for both Mayor and Deputy Mayor.

 Details of the process involved with the selection were detailed within the proposed motion previously circulated to Members.

 Cllr. J. Graves advised Members that the selection was a historic tradition and was not undemocratic and that the Mayor making ceremony should still take place. Cllr. D. Heyes advised that there was no proposal to do away with the tradition of the Mayor’s robes and ceremony. The timing of the ceremony can be resolved with further discussion. Cllr. M. Walker felt it was right that the Council should consider this as a group and that this would also bring the Council in line with other Councils.

Cllr. D. Davidson invited Mr J. Grantham (past Mayor) to speak on the matter. Mr Grantham advised Members that the reason for the Mayoral Selection Committee being established was to ensure that the nominated Member was prepared to take on the role of Mayor. The Mayoral Selection Committee would then recommend to Council the Member for Mayor.

Cllr. D. Davidson read in full the motion proposed by Cllr. D. Heyes which had been seconded by Cllr. G. Mazower:

1. Dissolve the Mayoral Selection Committee.

The Council may appoint standing committees and may dissolve a committee.

1. The function of Mayoral and Deputy Mayor selection should now be undertaken by self-proposal and full council vote for both Mayor and Deputy Mayor.

This will bring Chipping Norton Town Council in line with the majority of Councils, and adopts best practice for Town Councils.

By adopting this regular approach we would be in accordance with a key principle: that no one Town Councillor has any more power than another.

Nominations for Mayor should be submitted in advance so that they can be included in the agenda for the May meeting.

Nominations require a proposer and a seconder when submitted. (Requiring a proposer and seconder in advance will make the meeting run more smoothly and will enable some informal co-ordination of nominations – which we would expect to happen anyway).

Voting should be by secret ballot.

The Town Clerk should formally notify all Councillors of the procedure for nominations for Mayor each year in advance of the May meeting. (This notification needs to be time limited after May elections of new Council, with sufficient time for nominations to be received before the agenda for the Town Council meeting is published).

In the event of more than two candidates there should be consecutive ballots, eliminating the lowest candidate each time.

Cllr. D. Davidson proposed an amendment to the motion:

That the process for selecting the Mayor in May should be moved to the April meeting of the Council unless it was an election year.

The amendment was seconded by Cllr. M. Tysoe.

On being put to the vote, the amendment to the motion was agreed.

2705

Cllr. D. Davidson proposed a further amendment to the motion:

That in line with other Councils, a recommendation of a served term of office should be advised before a Member is elected as Mayor. Cllr. D. Davidson proposed that a Member should serve a minimum of 3 years before being elected as Mayor.

The proposal was seconded by Cllr. R. Benfield.

On being put to the vote, the proposal was not carried.

Cllr. M. Tysoe proposed a further amendment to the motion:

 A Member should serve a minimum of 2 years before being elected as Mayor.

The proposal was seconded by Cllr. C. Butterworth.

On being put to the vote, the proposal was not carried.

The motion as detailed with the agreed amendment ‘that the process for selecting the Mayor in May, should be moved to the April meeting of the Council unless this was an election year’ was put to the vote and was agreed.

**RESOLVED:** The Mayoral Selection Committee is dissolved with immediate effect.

**RESOLVED:** The function of Mayoral and Deputy Mayor selection should now be undertaken by self-proposal and Full Council vote for both Mayor and Deputy Mayor. The process for selecting the Mayor in May should be moved to the April meeting of the Council unless it is an election year.

7404 Exclusion of Press and Public **RESOLVED:** That under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting because of the confidential nature of the business to be transacted.

7405 Honorary Citizen Due to time constraints this item would be discussed at the next Council meeting.

7406 Civic Arrangements

Cllr. D. Davidson briefed Members verbally on the measures that were in place for Civic Arrangements both locally and nationally.

The meeting closed at 9.27 pm.