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CHIPPING NORTON TOWN COUNCIL

At the Council Meeting held remotely due to restrictions imposed by government because of the COVID-19 pandemic, pursuant to notice on Monday 20th July 2020 at 7.15pm on line and via video conference, the following members were present: -

Cllr. G. Mazower, Town Mayor

Cllr. S. Coleman, Deputy Mayor

Cllr. R. Benfield

Cllr. N. Bradley

Cllr. C. Butterworth

Cllr. L. Carter (joined the meeting at 7.19pm)

Cllr. D. Davidson

Cllr. J. Graves

Cllr. D. Heyes

Cllr. M. Jarratt

Cllr. R. Poole

Cllr. L. Tuckwell (joined the meeting at 7.27pm)

Cllr. M. Tysoe

Cllr. M. Walker

Officers: Mrs J. Sparrowhawk, Town Clerk

Miss K. Linnington, Deputy Town Clerk

Mrs S. Murgia

Others: 4 Members of the Public

7473 Mayors Welcome

The Mayor, Cllr. D. Davidson welcomed everyone to the remote formal meeting of the Council and provided a resume of the past fourteen months activities.

7474The minutes of the meeting held on the 15th June 2020 – were approved as a correct record and will be signed by the Mayor at the next face to face meeting.

7475 Town Mayor

On ratification of the minutes Cllr. G. Mazower gave a short speech in response to her election as Town Mayor for the remaining municipal year 2020/21 and thanked the retiring Town Mayor, Cllr. D. Davidson. Cllr. G. Mazower read and signed the Declaration of Acceptance of Office and accepted the Chain of Office.

7476 Deputy Town Mayor

Following ratification of the minutes Cllr. S. Coleman gave a short speech in response to her election as Deputy Town Mayor for the remaining municipal year 2020/21 and accepted the Badge of Office. Cllr. S. Coleman thanked the retiring Deputy Town Mayor, Cllr. M. Walker.

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7477 Town Mayor’s Consort

Cllr. G. Mazower thanked the retiring Mayoress, Mrs P. Simmons and welcomed Cllr. R. Poole as her Town Mayor’s Consort.

7478 Public Participation

There were no applications to address the Council.

7479 Apologies for absence

Apologies for absence had been received from Cllr. E. Coles.

7480 Declarations of Interest

Cllr. M. Jarratt declared an interest in the grant request from Age Concern as being a member of the Highlands Management Committee and took no part in the discussion regarding the application. There were no other declarations of interest to report at the meeting.

7481 East Chipping Norton Draft Vision Statement

The East Chipping Norton Draft Vision Statement had been circulated to Members prior to the meeting for discussion. Cllr. D. Heyes thanked Cllr. G. Mazower, Cllr. S. Coleman, Cllr. R. Poole, Cllr. G. Saul and Mr N. Rose who had worked on the document. Cllr. D. Heyes also thanked the community for the input during the public workshops held in December 2019. A meeting had been held with a Senior Planning Officer at WODC that afternoon and it was identified that there is a need to ensure the project progresses. The Covid crisis had not helped with progressing the project. Cllr. D. Heyes requested formal agreement of the Council for the drafted East Chipping Norton Vision Statement and funding for printing costs to enable further distribution. A full version would be sent to all of the key stakeholders and an abbreviated version would be distributed within the town. The estimated printing cost was £2,500. The document would also be available on the Council’s website. A plan on distributing the document would be further discussed outside of the meeting. Cllr. M. Walker proposed Cllr. D. Heyes request. Cllr. D. Davidson seconded the proposal. On being put to the vote the proposal was carried unanimously.

**Resolved:** That the East Chipping Norton Draft Vision Statement is adopted by the Council and a budget of £2,500 is allocated to the printing costs of the document.

7482 CIL Consultation

The WODC CIL Consultation document had been circulated to Members prior to the meeting for discussion. The Council’s response and the community engagement regarding the consultation was discussed by Cllr. G. Mazower. The proposal and implications of the document for the town would need to be carefully considered. Cllr. G. Saul had prepared a report on the document for his WODC Councillors report to Members for consideration. Cllr. G. Saul highlighted the main points within the report. Cllr. D. Davidson advised that during the preparation of the Neighbourhood Plan, CIL was first discussed with WODC. The introduction of CIL would enable the Council to have more say on what happened and some control of the funding for town. To have this funding opportunity now taken away by WODC following the decision to proceed with the Strategic Development is wrong. Cllr. C. Butterworth thanked Cllr. G. Saul for the report and advised that this would incur an estimated loss of 5 years precept by the Council. Cllr. C. Butterworth enquired if other areas around the county and country would now be zero rated. Cllr. C. Butterworth called on the WODC Councillors to investigate the possibility of a legal challenge to WODC about the decision and fight on behalf

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of the Council to prevent the proposal being implemented. Cllr. C. Butterworth also advised on the s106 funding from developments that had not materialised. If money is loaded to s106 rather than CIL, Chipping Norton would benefit very little compared with what would be have been expected. Cllr. G. Saul explained the WODC process following the close of the consultation period. Cllr. G. Mazower advised that at this afternoons meeting with WODC, they were informed that most local authorities do not raise CIL on Strategic Developments. All of the towns housing will be mainly on one development and only smaller future developments would CIL be applied. Cllr. M. Tysoe provided some history to various developments within the town regarding s106 payments and confirmed the past conversations with WODC regarding CIL. A robust response by the Council would need to be drafted to WODC to include the involvement of the town on s106 spending. Cllr. M. Tysoe and Cllr. G. Saul would draft the letter. The community is also to be informed of the consultation and encouraged to respond to WODC directly.

7483 Oxfordshire County Council

Cllr. H. Biles reported on the following:

* The WODC draft SDP would be available for public consultation in the Autumn. OCC are doing the draft Master Plan. OCC and WODC are working closely together.
* Cllr. H. Biles is disappointed that the town may not get CIL to enable the town to use the funds as the community wants. s106 will now be even stronger than before.
* Covid updates had continued to be provided to Members and a further update was provided at the meeting. The financial impact on OCC was highlighted.
* As the main land owner of the East Chipping Norton Strategic Development Site, OCC are obliged by law to acquire the best financial return for tax payers.

Cllr. L. Tuckwell questioned whether OCC’s legal responsibility to get the best financial return on the Tank Farm Development surpasses the OCC stated pledges for sustainable housing, zero carbon footprint, community based 21st century dwellings etc. Cllr. H. Biles confirmed that this would be part of the Master Plan including legislation regarding social housing, the green agenda etc.

7484 West Oxfordshire District Council

Cllr. M. Cahill had provided a brief report for the meeting and reported on the following:

* A white paper would be out in September outlining the Governments idea to reorganise local government. There would be a consultation period on this proposal.

Cllr. L. Carter was having audio issues during the meeting and would provide a report to Members on any matters that were not covered elsewhere on the agenda.

7485 Planning

(a) The Council received the list of applications and comments discussed by email due to the Corona virus situation during June/July 2020.

(b) Appeal Decisions: None notified.

7486 Town Clerk’s Report

The correspondence report was noted.

7487 Traffic Advisory Committee

The Council received the minutes of the Traffic Advisory Committee meeting held on 23rd June

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2020. Cllr. J. Graves summarised the main points from the minutes. Cllr. G. Mazower

questioned if cycle provision on roads had been discussed due to Covid funding and whether

this had been investigated by the Committee. Cllr. H. Biles confirmed that a bid had already been submitted by OCC. WODC may have separate funding for this. Cllr. G. Mazower advised that a meeting to discuss HGV’s with stakeholders and Trustees of the Rollright Stones had been discussed at a previous Council meeting. Following that meeting, Cllr. H. Biles had sent clarification on what OCC Officers were looking at. Cllr. G. Mazower enquired if the meeting on 15th October 2020 was for all stakeholders to attend. Cllr. H. Biles advised that this meeting was for OCC Officers to attend a meeting with the Town Council and the various options will be provided. Cllr. M. Walker requested agreement regarding the meeting discussion with Cllr. H. Biles and OCC Officers prior to the planned meeting to enable next steps to be progressed.

7488 Staffing Committee

The Council received the minutes of the Staffing Committee meeting held on 8th July 2020. Cllr. D. Davidson summarised the main points from the minutes. The recommendation within the minutes for Council to approve, was agreed by Members.

**Resolved:** That Officers have the flexibility of afternoon home-working on the proviso that if there is a requirement for Officers to work in the Guildhall in the afternoon due to work commitments, appointments etc. that Officers continue with this duty as required.

7489 Grant Agreement – Youth Opportunity Fund

The Council noted the OCC Grant Agreement for the Youth Opportunity Fund and the payment profile. Cllr. R. Poole would now progress the recruitment of a Youth Worker.

**Resolved:** That the Youth Opportunity Fund Grant Agreement is signed as detailed within the Agreement.

7490 Licence - Cotswold Crescent Play Area

The Council noted the new 21-year Licence Agreement for the play area with Cottsway Housing Association and the annual cost of £125 for the Licence.

**Resolved:** That the new Licence Agreement is signed as detailed within the Licence Agreement.

7491 Covid-19 Support

Chipping Norton Covid-19 Response Meeting 30th June 2020

Notes of the meeting had been previously circulated to Members for information. Cllr. R. Poole summarised the main points from the meeting. It was recommended that a further meeting with the attendees of the meeting is organised towards the end of September 2020.

Age Concern – Chipping Norton

Members considered the grant request from Age Concern, Chipping Norton. Cllr. D. Davidson proposed grant funding of £4,000. Cllr. J. Graves seconded the proposal. On being put to the vote the proposal was carried unanimously.

**RESOLVED:** To award a grant of £4,000 to Age Concern, Chipping Norton in support of the local community during the COVID-19 pandemic under the General Power of Competence.

Covid-19 Town Centre Adaptations - in conjunction with WODC

Members had met with the Business Development Officer, WODC to discuss various proposals to adapt locations within the town to assist with the town functioning safely and supporting local businesses. Cllr. G. Mazower advised Members that WODC may now be able to fund planters for Middle Row as a temporary traffic restriction management solution. Further discussions had been undertaken with local businesses regarding the proposals. WODC will be

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removing the box by the Tea Set to enable additional space for outdoor seating. A further

suggested area that could be used outside the Crown and Cushion was discussed and was being considered further with WODC.

Covid-19 Support Updates

Cllr. R. Poole would distribute the latest update from Chippy Larder to Members. No further updates had been received. Cllr. G. Mazower requested information on the Local Lock Down Procedure that may be enforced. The Town Clerk would confirm the local procedure that would be implemented by WODC.

The meeting closed at 9.14pm.