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CHIPPING NORTON TOWN COUNCIL

At the Council Meeting held, pursuant to notice on Monday 16th March 2020 at 7.15 pm in the Council Chamber, the Town Hall, the following members were present: -

Cllr. D. Davidson, Town Mayor

Cllr. N. Bradley

Cllr. G. Brown

Cllr. C. Butterworth

Cllr. J. Graves

Cllr. D. Heyes

Cllr. M. Jarratt

Cllr. R. Poole

Cllr. M. Tysoe

Officer: Mrs J. Sparrowhawk, Town Clerk

Others: 2 Members of the Public

7411 Mayors Welcome

The Mayor welcomed everyone to the meeting.

7412 The minutes of the meeting held on the 17th February 2020 – were approved as a correct record and signed by the Mayor at the meeting subject to correction that 7403 should read ‘**RESOLVED:** The function of the Mayoral and Deputy Mayoral selection should now be undertaken by self-proposal and Full Council vote for both Mayor and Deputy Mayor.’ Cllr. C. Butterworth requested that it be minuted that 7395 should also state that Cllr. G. Saul is leading the objection at WODC against the potential abolishment of CIL and that the Council thanked Cllr. G. Saul for his efforts in this matter.

7413 The minutes of the Extraordinary meeting held on the 10th March 2020 – were approved as a correct record and signed by the Mayor at the meeting subject to correction that minute 7410 should read ‘The Trustees of Glyme Hall had not been approached regarding a subsidised rent prior to the application or whether there was any availability for a regular booking.’

7414 Public Participation

There were no applications to address the Council.

7415 Update from Thames Valley Police

This item was moved up the agenda with the express permission of the Mayor as PCSO’s Smith and Trimmings were on duty. A verbal report was provided by Thames Valley Police. A copy of the report was requested to be sent to the Town Clerk to enable distribution to all Members. Criminal damage reports were very high for this period. Additional Policing support was being provided by neighbouring towns. The Police were concerned about the

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current issues with the CCTV from the Town Hall and that these cameras were vital in supporting their Policing role. Cllr. C. Butterworth confirmed that the CCTV unit was being repaired and would be operational shortly. Cllr. N. Bradley requested confirmation on when the unit was operational. Members discussed other locations for CCTV that would be beneficial to the town. Cllr. G. Saul would approach WODC to request permission for CCTV to be mounted on the Guildhall.

7416 Apologies for absence

Apologies for absence had been received from Cllr. M. Walker, Cllr. R. Benfield, Cllr. L. Carter, Cllr. S. Coleman, Cllr. E. Coles, Cllr. G. Mazower, Cllr. L. Tuckwell, Cllr. H. Biles and Cllr. M. Cahill.

7417 Declarations of Interest

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

7418 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. Cllr. D. Davidson advised that following the recent announcement by the Prime Minster, this would probably be the last Council meeting for some time. Committee meetings will be done by email rather than actual meetings. Site inspections should still proceed; weather permitting, for the Recreation and Sports Committee, Cemetery and Pool Meadow Committee and the William Fowler Allotment Committee. The Annual Town Meeting arranged for 16th April 2020 would be postponed.

7419 Oxfordshire County Council

The representative from Oxfordshire County Council had provided apologies for the meeting. Cllr. M. Tysoe had been asked by Cllr. H. Biles to inform Members that she had attended a meeting at OCC today about HGV’s in the town and that she would provide a report to the Town Clerk shortly for distribution to Members.

7420 West Oxfordshire District Council Cllr. G. Saul reported and updated on the following:

Cllr. G. Saul and Chippy News have been pressing WODC on the proposal to zero rate CIL on strategic development sites and how infrastructure funding can be delivered to Chipping Norton. WODC have s106 agreements which can fund necessary infrastructure. If the Town Council has a particular scheme it wishes to see funded, the Council will have the opportunity to make such requests. Unlike automatic payments from CIL, s106 funding is negotiated with developers and legally tested by way of: is the infrastructure necessary, is it directly related to the development and that it is fair and reasonable in kind to the development. Funds will not automatically be routed for expenditure by the Town Council. Cllr. Saul advised Members that there will be a consultation process which the Council can comment on. WODC have not yet issued a time frame for the consultation to commence. Cllr. C. Butterworth thanked Cllr. G. Saul for his objections on this matter with WODC on behalf of Chipping Norton. Cllr. M. Tysoe advised Members that previous experience of s106 monies for the Cotswold Gate development resulted in significant funds being used by WODC for the leisure centre, resulting in charges being made to local football clubs to use the facility. Cllr. M. Jarratt expressed concern that the proposed Tank Farm development

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would be built over a period of time and as such the s106 funding would be received infrequently from developers.

Cllr. G. Saul advised that WODC Cabinet would be meeting later in the week for the approval of awarding community grants. Subject to approval, grants to be awarded to Chipping Norton groups included the Chipping Norton Theatre - £25,900 and the Lido - £1,250.

7421 Planning

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

Appendix A – 16th March 2020.

(b) Decisions

None received.

Cllr. M. Tysoe advised Members that the planning application for 18 - 19 Market Place had been refused. Cllr. G. Saul advised that there had been an outstanding objection from OCC Highways which the applicant was failing to meet. This would not mean the applicant could not come up with proposals that would satisfy the objection and to submit a revised application. Cllr. N. Bradley advised that parking was a focus for the Town Working Group and Traffic Advisory Committee. The major issue with the application had been parking. Cllr. N. Bradley thought it would be beneficial for a number of Members to talk with WODC Officers and the applicant to discuss this issue further.

7422 Town Clerk’s Report

Council approved the following payments: -

1. Imprest Account for February 2020: £9,710.51.
2. General Account: Accounts for payment as at 16th March 2020: £27,364.57.
3. Correspondence received - The report was noted.

7423 Town Hall and Publicity Committee

The Council received the minutes of Town Hall and Publicity Committee meeting held on 18th February 2020. Cllr. C. Butterworth advised Members that the Committee had reviewed the Town Hall Hire Agreement and charges. A complaint from a hirer had been received regarding the setting up of tables and chairs. The Committee had clarified what was part of a hiring to the hirer and that more clarity would be on the hiring agreement. The Committee had agreed that there would be no increase in the fees for 2020. Cllr. R. Poole requested clarity from Members as to whether the Town Hall and Publicity Committee should cover the wider matter of publicity for the Council and town. Cllr. R. Poole advised that this could cover town events etc. and be published on the Council’s website and social media platforms. Members discussed this and agreed that Cllr. R. Poole would provide a report to Council regarding what the proposal entailed for further consideration by Members.

7424 Internal Audit

The Internal Audit Report: Interim 2019-20 as provided by Auditing Solutions Ltd. was noted. The Town Clerk advised that a number of recommendations within the report would be actioned and wished to thank the Officers involved with the audit.

7425 Meeting between Town and Parish Councils and WODC 26th March 2020

WODC had informed all Town and Parish Councils that the proposed meeting had now been cancelled and that the meeting would be rearranged in the future.

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7426 Villager Community Bus Services

The Town Clerk had received further information on the type of bus to be purchased which had been sent to Members to enable the grant request to be considered. The new bus would be diesel but the engine would be the latest Euro 6 emission standard. As yet there were no electric buses being manufactured for the size of bus required by the group. The new bus would also have a low step at the kerb and an extendable ramp for those passengers who have difficulty with mobility. Cllr. M. Tysoe proposed a grant award of £10,000. with the grant to be paid from reserves. Cllr. J. Graves seconded the proposal. A vote was taken by Members on the proposal and was carried unanimously.

**RESOLVED:** That a grant award of £10,000 is given to the Villager Community Bus Services towards a replacement bus. The grant to be funded from reserves.

7427 Chipping Norton Recycling Centre Provision

Cllr. G. Brown advised Members that he had asked a number of local Parish Councils if they would use and support a local recycling centre. A map of OCC’s recycling centres had been provided to Members prior to the meeting. Cllr. G. Brown referred to the Waste Resources Action Plan used by Council’s and this advised that people should not be more that 4-5 miles away from the nearest facility. In rural locations this increased to 7 miles. Chipping Norton was 17 miles to the nearest facility. Cllr. G. Brown raised the financial issue of the ransom strip that the Council had requested from WODC and this is why Greystones did not progress as a site. Cllr. D. Davidson informed Members that this had been a contributing factor but there were various reasons why WODC did not progress the site further. Cllr. M. Tysoe advised Members that Greystones would now not be the best location for a recycling facility.

Members discussed the matter further and that there may be other locations that may be suitable. Members agreed that Cllr. G. Brown would discuss further with WODC and investigate alternative site locations (excluding Greystones) and report his findings at a future meeting of the Council.

7428 Update – East Chipping Norton Working Group

Cllr. D. Heyes had provided a report from the working group which had been circulated to Members prior to the meeting. It was noted that the Tank Farm Working Group had been renamed to East Chipping Norton Working Group to reflect the formal name of the Strategic Development Area. Cllr. D. Heyes advised that LDA had been approached for an informal meeting and that this had been refused. WODC need to initiate the contact between the parties. Cllr. D. Heyes had spoken to WODC regarding this but had not heard further from Officers and it was likely that there would be no meetings in the next three months. Cllr. M. Tysoe advised that Cllr. H. Biles may be able to assist with OCC contact if required. Cllr. M. Tysoe asked if the Working Group had a list of the requirements that would be needed from the Master Plan for the area. Cllr. D. Heyes advised that there was a vision statement that was being worked on. This would be shared with the Council once completed. Cllr. G. Brown asked if there were any thoughts yet on the large area of industrial land allocated to the area. Contact details for Oxford University had been provided to the group. Cllr. D. Heyes advised that a member of the working group had spoken to Oxford University. At present the primary focus for WODC Officers has been the expansion of existing businesses.

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7429 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.

7430 Honorary Citizen Members discussed the request for consideration of a member of the local community for the title of Honorary Citizen. The decision was minuted within the confidential page for this minute.

The meeting closed at 8.45 pm.