



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

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Minutes of a meeting of the **Community Committee** held in Chipping Norton Town Hall on
Wednesday 9th March 2022 at 7.15pm

The following members were present:

Cllr Coleman - Chair
Cllr Miles – Vice Chair
Cllr Mazower – left before Confidential Session
Cllr Foakes
Cllr Fisher – substitute for Cllr Whitmill

Also in attendance:

Elizabeth Gilkes – Minutes Clerk
Kathrine Jang – Deputy Clerk
Public: Chipping Norton News

CC47	Apologies for absence received and accepted from Cllr Whitmill – work, Cllrs, Poole and Grave – personal.
CC48	Declaration of interests. Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct. None
CC49	Minutes of Extraordinary meeting held on 8 th December 2021 were approved.
CC50	Public Participation The meeting will adjourn for this item. Members of the public may speak for a maximum of five minutes each during the period of public participation. Query was raised re possibility of a Jubilee Beacon being organised and asked re location of the 'Beacon Basket' which was previously purchased by Town Council for the Millennium and which had been located outside Town Hall. Council would investigate. Possibility of Memorial Plaque being installed in Millennium Garden was also raised and would be considered by Jubilee Organising Committee and Sports Awards – Sadly limited number of nominations, possibly due to COVID but Awards arrangements in hand and suggestion made of a possible speaker.
CC51	Town Hall Flagpole To receive an update regarding replacing the flagpole on the Town Hall and agree next steps.

	<p>Recommendations:</p> <p>That the Committee agree that the current flagpole needs to be removed as soon as possible.</p> <p>Proposed by Cllr Fisher and seconded by Cllr Miles. Motion adopted</p> <p>That the Committee agree that a new flagpole is installed in the millennium garden due to not being able to acquire planning consent to have an accessible flagpole on the Town Hall, and even if a new design could be obtained, that the lengthy planning application process will be too long in light of the urgency of this.</p> <p>Cllr Fisher proposed Cllr Mazower seconded. Motion carried.</p> <p>That the current budget of £2000 is increased to £2500 to ensure that removal and installation can be covered without delay.</p> <p>Cllrs were concerned at the extra spend and would appreciate breakdown of costs. Authority to be delegated to the Chair</p>
CC52	<p>Gate for New Street Recreation area</p> <p>To consider which style of gate is required for the New Street Dog Exercise Area.</p> <p>Recommendation:</p> <p>That the Committee consider and agree which style of gate should be installed at New Street Dog Exercise Area, and agree the cost plus a 10% contingency to be taken from new equipment for recreation budget for 2021-2022</p> <p>Proposed by Cllr Mawozer and seconded by Cllr Foakes that Wooden Five Bar Gate be installed at £683.56 plus VAT at New Street Dog Exercise Area, and agree the cost plus a 10% contingency to be taken from new equipment for recreation budget for 2021-2022. Motion carried</p>
CC53	<p>Cemetery</p> <p>To discuss and agree a date for the Spring Clean Up day Council agreed to delegate decision to Clerk and Chair.</p> <p>To receive an update on tree maintenance. The Finance Committee approved using funds from the Contingency budget to cover the cost of the tree works required in The Cemetery. This quotation has now been received and approved at a cost of £2450. The contractor will start works on the 27th April 2022. This report was noted</p> <p>Council considered a request for a memorial bench to be placed in the Cemetery and agreed that the family's preferred location was acceptable.</p>
CC54	<p>Litter bins</p> <p>To receive report on litter bins following WODCs bin replacement project.</p>

	<p>Chair explained parameters that report had been compiled on and the apparent flaws in the analysis and subsequent changes to service.</p> <p>To receive correspondence regarding litter bins. This was noted and would be referred to WODC for information and Clerk asked to request extra/replacement bins in accordance with their policy.</p> <p>To agree next steps.</p> <p>The committee considered if a request for additional bins to be installed in New Street Recreation Park was needed, and if so how many and in which location. Chair explained the cost implications and different type of bins.</p> <p>Cllr Miles proposed that one extra dual waste bin be installed and that situation kept under review. Seconded by Cllr Coleman. Motion carried.</p>
CC55	<p>Reports To receive an update on the following task and finish groups or working parties:</p> <p>Wheeled Sports Working Group from Cllr Fisher had been circulated and Cllrs were impressed at how comprehensive it was with c400 responses. Although a Skate Park was favoured, venues for young to gather were also identified. Conclusion was that there is a definite need to provide more for younger generation but that a skate park does not appear to be a feasible solution to the issue. As more Youth Workers are engaging with the town the Group hoped that this may help to address some of the issues identified.</p> <p>Action: Cllrs explore feasibility of implementing some of the suggestions proposed and report back to a future meeting, ie ping pong tables, cinema and toilets.</p> <p>Jubilee task and finish group, The Chair reported on collaborative work being undertaken with Town Festival Committee and British Legion. It was noted that WODC were issuing free street closure notices to enable Street Parties. The Queen’s Green Canopy project was also highlighted encouraging commemorative tree planting</p> <p>Cllr Coleman proposed that Platinum Jubilee Task and Finish Group evaluate this project and are allocated an initial budget of £350 to cover a tree/s and appropriate plaque and materials for staking. Seconded by Cllr Fisher. Motion carried</p> <p>Pesticide free town task and finish group. A useful meeting had taken place with Pan UK indicating a three year timescale and a plan would be prepared for report to future meeting.</p>
CC56	<p>Memorial bench A request had been received from The Provincial Grand Lodge of Oxfordshire to donate a memorial bench to The Town to commemorate those lost in the pandemic.</p> <p>Councillor Mazower proposed that the bench be accepted but that believed that the Cemetery was a more appropriate location for the Bench, seconded by Cllr Miles. Motion carried.</p>
CC57	<p>Christmas Lights</p>

	<p>Correspondence regarding the 2021 Christmas lights display was noted.</p> <p>To agree the tender process for this year's lights display.</p> <p>Recommendation:</p> <p>That the Committee consider whether or not to go into a three year contract as a prudent use of finances.</p> <p>That if so, the tender process is started and quotations and designs are brought back to a future committee meeting for consideration.</p> <p>Cllr Fisher proposed and Cllr Mazower seconded that decisions should be considered by Full Council and Clerk be asked to prepare a summary report detailing the various options and anticipated costings. Motion carried</p>
CC58	<p>Youth Work To receive an update on Youth Work in Chipping Norton being delivered by Got2B</p> <p>Communications from Got2B to Council have unfortunately been limited but meetings scheduled to ascertain current situation regarding the project.</p> <p>Transition Chipping Norton had made a request for use of Recreation Ground at Cotswold Crescent for Remix Youth Club to explore outdoor activities. Councillors noted the information and were supportive.</p>
CC59	<p>Confidential Session To resolve to move into a Confidential Session to discuss Separate Business, pursuant to s.1 (2) of the Public Bodies (Admission to Meetings) Act 1960. The public and press should leave the meeting during the consideration of item</p> <p>Proposed by Cllr Foakes and seconded by Cllr Coleman. Motion carried.</p>
CC60	<p>Grounds Maintenance</p> <p>Cllrs considered a confidential report regarding the grounds maintenance contract for April 2022 – April 2025.</p> <p>Cllr Coleman proposed and Cllr Miles seconded that quotation from Contractor C (McCracken and Co) be accepted based on value and scoring process. Motion carried.</p>
CC61	<p>Date of the next meeting – Wednesday 25th May 2022.</p>

Meeting closed at 9.12pm

Signed as an accurate record.....

Date.....

DRAFT