



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

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Minutes of the Community Committee Meeting held on the 29th June 2022 at 6:30pm in The Council Chamber of Chipping Norton Town Hall

Present:

Cllrs Sandra Coleman (Chair), Jo Graves, Archie Miles, Rachel Foakes and Rizvana Poole.

Also Present:

Luci Ashbourne, Town Clerk

Paulo Oliveri, Maintenance Operative

Three members of the public

CC18	Apologies for Absence Apologies were received from Cllrs Akers, Whitmill and Tuckwell.
CC19	Declarations of Interest No declarations of interest were received.
CC20	Minutes Pending the following amendments: <ul style="list-style-type: none">• CC6 on page 2 change "Holiday activity funds include" to "Holiday funds support activities including"• CC8 on page 3 change "with" to "under" <p>That the minutes of the Community Committee meeting held on the 25th May 2022 were approved and signed as a correct record by the Chair</p> <p>All in favour, motion carried.</p> <p>RESOLVED: That the minutes of the meeting held on 25th May 2022 are signed as an accurate record of the meeting by the Chair.</p>
CC21	Public Participation Jonny Akroyd from Beaumont Rivers addressed the Council regarding a feasibility study that he has submitted to Committee for consideration. Mr Akroyd outlined the process and challenges in terms of funding and bureaucracy. Mr Ackroyd stressed that the project would be great for biodiversity. Due to the fact that Pool Meadow is an Ancient Scheduled Monument, Mr Akroyd has already spoken to Historic England who have attended a site visit and were very positive and have put forward some suggestions. They were particularly excited by the idea of re-directing the stream and are in agreement with the proposal in principle. A document outlining the architectural significance will be drawn up. Mr Akroyd then talked through the steps in the paper and explained the process in more detail. The item will be discussed in confidential session but members were able to ask questions. Members suggested that Mr Akroyd is put in touch with the rest of the Pool Meadow Working Party. Members asked questions to clarify some technical issues - such as how deep the pool would be.

	Mr Akroyd confirmed that this would be less than 1metre.
CC22	<p>Committee Strategic Plan</p> <p>Committee received a draft action plan. Cllr Poole proposed that the plan is adopted, Cllr Coleman seconded.</p> <p>All in favour, motion carried.</p> <p>RESOLVED: That the Committee adopts the action plan, and that it feeds into the Council's overall strategic planning process.</p>
CC23	<p>Town Hall</p> <p>Members received an update from The Chair following recent visits to The Corn Exchange in Witney and The Town Hall in Brackley. Brackley Town Hall is a similar Palladian style building. They applied for Heritage Lottery funding and were awarded £3.5m. They have restored the building beautifully. The café/wine bar is run by a commercial project -which was part of the Heritage funding criteria.</p> <p>The Corn Exchange is run by Witney Town Council as an Arts and Community centre. There is a bar/café in the lobby which is open to the public and available for hirers to use.</p> <p>The office is submitting a pre-application to the Heritage Lottery fund to ascertain if an full application would be considered.</p> <p>The Clerk updated members re the building survey and informed members that the measured survey is being drawn up at the moment.</p>
CC24	<p>Cemetery</p> <p>a. Cllrs received and considered a request for a shared headstone to be installed in Worcester Road Cemetery.</p> <p>RESOLVED: That permission is granted.</p> <p>b. Members received and noted a document regarding Cemetery Burials and Traditions for Gypsy and Traveller Communities.</p> <p>Cllr Coleman talked about how many requests come through for kerb-sets and proposed that one area of the Cemetery is kept for graves for kerb-sets and that an extra charge is applied for graves with kerb-sets for grounds maintenance.</p> <p>The Clerk talked about ensuring that a person understands the Council are not responsible for maintenance of the kerb-sets.</p> <p>Cllr Foakes seconded Cllr Colemans proposal.</p> <p>All in favour, motion carried.</p> <p>RESOLVED: That the Allotments Manager scopes out a plan for allowing kerb-sets in the cemetery. Both in terms of locations and cost for grounds maintenance.</p> <p>c. Members discussed the need for a new Cemetery welcome and regulations noticeboard. Cllr Graves proposed a budget of £2000 for a noticeboard to be designed and installed. Cllr Foakes seconded.</p> <p>All in favour, motion carried.</p> <p>RESOLVED: That a budget of £2000 is agreed to cover to cost of a new noticeboard to be</p>

	installed in The Cemetery.
CC25	<p>Play areas</p> <p>a. Members received costings for play park health and safety repairs. Cllr Poole proposed that these costing are approved, Cllr Graves seconded. All in favour, motion carried.</p> <p>RESOLVED: That the costing for the heath and safety repairs of £6265.35 are approved and taken from the Ear Marked Reserves for play park repairs.</p> <p>b. The Chair proposed that it would be helpful for a group of Councillors, along with The Clerk and the Maintenance Operative, to visit the recreation sites to carry out an audit and plan for new equipment.</p> <p>RESOLVED: That committee members visit the recreation sites with the Maintenance Operative and a report is brought back to committee. Cllr Coleman to circulate a Doodle Poll.</p> <p>c. Members considered a request from youth workers Got2b to carry out summer activities in New Street and Cotswold Crescent Play areas.</p> <p>RESOLVED: That permission is granted to Got2B to use New Street play are on 16th August and Cotswold Crescent play area on 2nd August.</p>
CC26	<p>Grants</p> <p>Members received a grant application for £2500 from Chipping Norton Theatre’s outreach team. Members noted that the Council usually considers grants during the GTVB annual initiative, but that the policy allows for ad-hoc requests where the time scales do not fit. The policy also outlines that only one grant can be given to an organisation in a twelve month period. Members noted that Chipping Norton Theatre plan on submitting a grant request as part of the GTVB scheme.</p> <p>Members noted that the application was for a very specific piece of outreach work supporting some of the most in need families in the community over the summer holidays.</p> <p>Members discussed whether or not supporting this application would mean that the Theatre wouldn’t be able to put in application during the main Grants To Voluntary Bodies Scheme. Members debated the merits and risks and agreed that because this application is so specifically targeted at supporting children and their families who are suffering the cost of living crisis that it can be supported in isolation.</p> <p>Members also noted that at the last meeting the Committee invited the Theatre to submit this application.</p> <p>Cllr Foakes proposed that the application is supported, Cllr Graves seconded. All in favour, motion carried.</p> <p>RESOLVED: That the application for £2500 is approved, and a recommendation is sent to Full Council to use £2500 from the Council’s reserves in order that the GTVB funding still sits at £26,000.</p>
CC27	<p>Confidential Session</p> <p>RESOLVED: In view of the confidential nature of the business to be transacted, the press and</p>

	public be excluded from the meeting in accordance with the provisions of s.1 of the Public Bodies (Admission to Meetings) Act 1960.
CC28	<p>Pool Meadow Cllrs received a feasibility study proposal and related costings for Pool Meadow. Members supported the proposal warmly.</p> <p>Cllr Poole proposed that the study is accepted, Cllr Graves seconded the proposal. All in favour, motion carried.</p> <p>RESOLVED: That the Feasibility Study is accepted at a cost of £3425.00</p>
CC29	<p>Date of the next meeting Wednesday 7th September 2022</p>

The Chair closed the meeting at 8:14pm

Signed and as accurate record.....

Date.....

DRAFT