



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

TEL: 01608 642341

Email: townclerk@chippingnorton-tc.gov.uk

Office Hours: Mon – Fri 9am – 1pm

Minutes of a Community Committee meeting held on the 11th March 2024 at 6:30pm in the Council Chamber, Chipping Norton Town Hall

PRESENT: Sandra Coleman (Chair), Steve Akers, Athos Ritsperis, Jo Graves, Dom Rickard (substituting), Mike Rowe (substituting), Ben Bibby

ALSO PRESENT:

Luci Ashbourne, Town Clerk and CEO

Katherine Jang, Deputy Town Clerk and Estates Manager

2 members of the public

CC64	Apologies for absence Apologies were received from Cllrs Alex Keyser, Emily Weaver, Natasha Whitmill and Mike Cahill
CC65	Declaration of interests None received
CC66	Minutes RESOLVED: That subject to amendments: P1 – Mike Cahill not substituting, Mike Rowe substituting P2 – CC58 “the Mayor mentioned that the events would be held on the Bank Holiday” “Cllr Andrews suggested that the Cost of Living events put on by the Chippy Larder were also well attended.” One one session that was attended by 15 members P3 – Cllrs discussed that young people call it “The Common”, whereas others call it “New Street Rec / Play Area”. that the Chair signs the Minutes of the committee meeting held on the 22 nd January 2024 as an accurate record of the meeting.
CC67	Public Participation Artist Luke Embden came to speak to the committee about a public artwork proposal for the Town Hall. The proposal included workshops held with local community members to create images that represent a tapestry of the town. These images would then be used to create vinyls to decorate the Town Hall windows. Members asked if the vinyl artwork would be reusable if taken down. Luke replied that while the artwork should last 5-10 years it wouldn't be reusable.



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	<p>The Town Clerk clarified that this proposal was sought due to conversations with Cllrs about artwork in the Town Hall windows.</p> <p>Cllrs asked if the artwork would impact the lighting or shadows coming into the Town Hall. Luke replied that due to the height of the windows it is unlikely that the cast shadows from the windows would make an impact on the lighting inside the Town Hall.</p> <p>Cllrs asked if the vinyls would be mounted on the outside or the inside of the Town Hall, and Luke replied that there is no problem with either option. Luke clarified that the proposal is set out for the seven windows along the western side of the Town Hall as well as the three windows at the end of the Town Hall facing The Fox.</p> <p>The Town Clerk confirmed that there is S106 funding for public art fostering connectivity in Chipping Norton which the council would be eligible to apply for.</p> <p>See CC69(C).</p>
<p>CC68</p>	<p>Committee Action Plan Members noted the ongoing Committee Action plan.</p>
<p>CC69</p>	<p>Town Hall</p> <p>a. Members received a report from the Facilities and Events Officer. Cllrs noted that the Cookery class is organized by St Mary’s and the Branch, and not the Community Church.</p> <p>Members queried the forecasted income for the next financial year – the Town Clerk reported that these are only the confirmed bookings for the next financial year (correct up to date of meeting).</p> <p>Members queried the Town Hall clock repair quotes received and the timescale for repairs. The Town Clerk reported that one quote received was significantly higher than the others, and that due to the age and complexity of the Town Hall clock it has been difficult to find a suitable contractor.</p> <p>Cllrs queried if it is possible to replace the clock entirely, and the Town Clerk confirmed that all avenues have been investigated, but every solution has been equally as complex and expensive.</p>



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- b. Members received a draft copy of updated Town Hall booking fees.

Cllr Akers proposed that the Town Hall booking rates are raised by inflation (4.2%), and that the private and commercial rates are equalized.

Cllr Coleman seconded the proposal. All in favour, motion carried.

RESOLVED: That the booking rates for the Town Hall beginning 1st April 2024 are raised by inflation (4.2%) and that the private and commercial rates are equalized.

Members discussed the charity and local rates of hire for the Town Hall.

Cllr Coleman proposed a 50% discount for charity and local rates from the private and commercial rate. Seconded by Cllr Ritsperis, all in favour, motion carried.

RESOLVED: That a 50% discount on Town Hall hire is given to charities and local organisations beginning 1st April 2024.

- c. Members received a proposal for public art in the Town Hall, to be delivered in the form of drop-in community workshops.

Cllrs were enthusiastic about the project in principle but had some hesitancy about using the windows along the side of the Town Hall facing New St.

Cllrs asked if it would be possible to start with the windows at the ends of the Town Hall and then consider the side windows or windows at the Guildhall at a later stage, and Luke responded that it would definitely be possible.

Cllr Bibby proposed to go ahead with the artwork as proposed, all town hall windows included. Seconded by Cllr Rickard. All in favour, motion carried.

RESOLVED: That the proposal for public art at the Town Hall including community workshops is approved, and the Town Clerk will apply for S106 funding toward the project.

- d. Members received a request from the Chipping Norton Theatre regarding free use of the Town Hall as rehearsal space to support their outreach work.

Cllr Akers proposed to agree the request for the Chipping Norton Theatre. Seconded by Cllr Graves, all in favour, motion carried.

Cllrs requested that the Town Council is acknowledged as supporting the event. The Town Clerk to liaise with the Theatre to confirm that this was given as an acknowledgement of their 50th Anniversary, along with the Town Council's 50th Anniversary.



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	<p>RESOLVED: That the Chipping Norton Theatre is given the use of the Town Hall at nil charge for the purposes of their outreach work.</p>
CC70	<p>Events</p> <p>Members received a report from the Facilities and Events Officer regarding upcoming events at the Town Hall.</p> <ul style="list-style-type: none"> – The Town Clerk reported that the Eid celebration will take place on the 14th April at 1pm in the Town Hall, and everyone is welcome to join. – The Mayor’s event for the Lido is taking place in April 2024. – Skateboard in the park will be held on the 13th May 2024 at the New St play area. <p>Members discussed the future of Chippy Pride and the possibility for a local Community Interest Company (CIC) to take over. Cllr Akers proposed that the local group of interested members and CIC takes over management of the Chippy Pride event in 2025, seconded by seconded by Cllr Bibby. All in favour, motion carried.</p> <p>The Town Clerk noted that £2,500 is set aside to support the Chippy Pride event in 2024, and that the event will be formally handed over to the group the next year with the idea that they can apply for funding in future.</p> <p>RESOLVED: That the organisation of the Chippy Pride event is handed over to the local CIC after the event in Summer 2024 takes place.</p> <p>Cllrs discussed renaming the Sports Awards. Cllr Coleman proposed that the Sports Awards are renamed as the Beacham Cup to acknowledge Graham Beacham’s hard work for many years.</p> <p>Seconded by Cllr Rickard. All in favour, motion carried.</p> <p>RESOLVED: For the Town Clerk to write to Graham Beacham to ask if he would be happy for the Sports Awards to be renamed to the Beacham Cup.</p>
CC71	<p>Play Areas</p> <p>Members received a verbal update from the Town Clerk.</p> <p>New benches have been installed at Cotswold Gate and Cornish Road, and the bench for New St rec has been assembled and is ready to be installed.</p>
CC72	<p>Keep Chippy Beautiful</p> <p>Members noted that another litter pick on the 23rd March has been arranged and encouraged members to come along.</p>
CC73	<p>Confidential Session</p> <p>RESOLVED: That the Committee moves into a Confidential Session to discuss Separate Business, pursuant to s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.</p>



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	The public and press left the meeting during consideration of item CC74.
CC74	<p>Skatepark tender specification and design brief</p> <p>Members received contractor specification and design brief for the skatepark project and the publication schedule in advance of the tender publication. Members questioned if the contractors would help with fundraising for the skatepark, and the Town Clerk clarified that this is not part of the contract specification.</p> <p>Cllr Coleman proposed that the Town Clerk publish the tender as written, with a budget of £250,000 to deliver the project. Fundraising will commence after any planning application has been approved. Motion seconded by Cllr Ritsperis. All in favour, motion carried.</p> <p>RESOLVED: For the Town Clerk to publish the tender document and design principles as written.</p>
CC75	<p>Date of the next meeting</p> <p>Monday 17th June 2024</p>