

**Minutes of the Burford Town Council meeting held in the Council
Chamber Wednesday 4 September 2019 at 7.00 p m**

Present: Cllr J White – Mayor. Cllr J Tunnell-Westmacott – Deputy Mayor.
Cllr P Bush, Cllr P Higgs, Cllr D Cotterill. Cllr M Taubenheim. Cllr I Brown,
Cllr D Cohen, Cllr S Palmer, Cllr F Triggs, Cllr N Field-Johnson.
Maggie Andrews Town Clerk. John Yeatman – RFO.

1. MINUTES. Resolved: that the minutes of the Council meeting held on 7 August be approved as a correct record, and signed by the Chairman.

2. MATTERS ARISING. None

3. APOLOGIES FOR ABSENCE. Cllr S Lofthouse.

4. DISCLOSURE OF INTERESTS

The following Councillors declared a personal interest because they represent the Council as Chairperson of the following committees:-

Cllr White – Chairman of Traffic.

Cllr Tunnell-Westmacott – Cemetery & Environment.

Cllr I Brown – Chairman BEAT

Cllr M Taubenheim - Chairman of Planning.

Cllr F Triggs – Chairman Recreation Ground

5. HGV FUNDING. Letters are being sent to Burford residents and businesses asking for funds or pledges toward the appeal. The Cotswold Wildlife Park are keen to contribute but have requested details on the pollution assessment. Dr Gray will respond to this. Closure for the appeal is expected to be near Christmas by which time we should have a clear idea of the amount raised.

6. OTHER MATTERS FOR DISCUSSION.

Drinking Fountain. After discussion this will now take the form of a ‘push tap’. Cllr Brown will further this with WODC and the VIC centre since the premises where the tap will be situated belong to the District Council.

Website. An order has been placed and the new website will be www.burford-tc.gov.uk
In time, much more information will be on the new site with added links.

7. TREASURER’S REPORT

The Treasurer reported that the Annual Governance & Accountability Return (AGAR) External Audit for 2018/19 has been completed by Moore Stephens. No problems were raised.

The Audited accounts have been loaded onto the BTC website along with the Notice of Completion.

Burford Chamber of Trade have given a donation of £1800 toward fireworks for 5 November.

Payments as listed:-

Council account.

Mrs Andrews

928. 20

HMRC

474. 12

J Yeatman	244. 80
Nest Pension	66. 08
Mr & Mrs Dadge	106. 73
David Buckland	1247. 20
McCracken & Son	930. 00
Petty Cash	50. 00
OALC Local Councils annual subs	75. 00
Moore Stephens audit fees	360. 00
Ricoh UK	66. 55
British Telecom business	36. 00
SSE Tolsey	439. 41
SSE Rec	103. 23
D Cohen reimbursement (Vistaprint)	51. 16
Phoenix Fireworks Ltd	2815.61

The above were passed for payment.

8. MAYOR'S REPORT. The Mayor reported that he had met with Barrington Estate Office and the Parish Chairman regarding HGV weight limits.

The Mayor liaised with several people regarding the Travelers on Westfield. The car boot sale scheduled for bank holiday Monday was unaffected since the Travelers left before it took place. Discussion took place with regard to access to the Rec in the form of deterrents which included CCTV coverage, better locks on gates etc. The Thames Valley Crime Prevention team will be consulted on this matter for their advice.

9. WODC REPORT . CLLR COTTERILL

CLlr Cotterill reported that fishermen are standing on the Gambian bales at the edge of the river with all their equipment therefore damaging them, despite notices asking the public not to do so. Further investigation required.

The application for a temporary car park has been accepted resulting in a three year period. Several risk assessments, a topical survey and a traffic survey are required for the main extension to the car park application. There are contradictory objections at present from various bodies.

10. O.C.C. REPORT CLLR N FIELD JOHNSON. No report.

11. CORRESPONDENCE. None.

12. COMMITTEE REPORTS

Planning.

Burford Town council submitted the following planning applications to WODC for their consideration.:

19/01714/HHD. Walnut Tree Cottage, Swan Lane.

Alterations & erection of single storey extensions.

Further to our last comments, we strongly advise that windows should be timber framed matching the other two properties in this terrace. All these properties are listed; subject to this, we have no further objections.

19/02109/FUL. Vicks Garage.

Removal of existing garage & erection of two flats.

As in 19/02270 this new build is surrounded by listed buildings in a strict conservation area. It is therefore of prime importance that these plans reflect the nature and heritage of the area. We strongly object for the following reasons:-

1. The scale and mass of the building is far too large for the plot.
2. The depth of excavation needed will make it difficult to achieve the correct drainage fall.
3. The flat roof is not in keeping with any of the roofs in the area.
4. The east facing dormer window overlooks the neighbours and so causes loss of amenity.
5. The roof line is shown inaccurately, as the street slopes steeply from south to north. It becomes dominant over the surrounding area.
6. We would require a caveat put on the garage to ensure it never becomes additional accommodation.
7. The wall in front of the new build is historic and important. Its form and character needs to be preserved. (See attached picture).
8. The parking scheme is impractical. If a car parks, as shown outside Tiverton Cottage all movement of cars parking for the new build will be impossible. There is the real possibility of 4+ cars trying to manoeuvre in this confined sloping space.

We have many other concerns and it is for these reasons Burford Council would like to be present at a crucial site meeting, therefore we request prior knowledge of the visit.

19/02270/HHD. Tiverton Cottage.

Refurbishment of existing cottage to include installation of glazed roof lantern in existing rear flat roof and changes to windows and doors.

This property is opposite a terrace of listed properties and as such it is important that any alterations are sympathetic with the area. The large 'French Window' style door into the property is wholly inconsistent with the area. No sensible parking provision has been allowed for; there is a severe slope to the property which has not been shown. We suggest that a site visit is essential at which the Burford Council planning committee would want to attend – prior notice of a site meeting required.

Pavilion. A meeting will be convened between parties concerned to discuss and draw up a proper contract now that regular football matches and events are well established.

Recreation Ground. A second quotation has been received for car park repairs in the sum of £2250 plus vat. Council accepted this quotation.

Environment. Several repairs to the footpaths in the town have been surfaced with tarmac instead of Goldmac. Further investigations required.

A meeting has been arranged between OCC and BTC to discuss the future programme for cutting the epicormic growth from trees in Sheep Street, Witney Street and on The Hill. This work is well overdue.

Cemetery. A meeting of the committee will be convened to discuss Cemetery requirements.

Traffic. The 20mph limit on Burford's streets has been agreed, we await a quotation for signage costs.

Cllr Brown will investigate the inefficient passing bays in Tanners Lane.

13. ANY OTHER BUSINESS.

It was noted that the Chamber of Trade have identified a hand-operated street sweeping machine, however an operator is required. Further information required.

14. CHARITY MATTERS. None

