

**Minutes of the Burford Town Council meeting held in the Council
Chamber 1 July 2020 at 7.00pm via Zoom**

Present: Cllr J White, Mayor. Cllr J Tunnell-Westmacott. Deputy Mayor.
Cllr D Cohen. Cllr P Bush. Cllr M Taubenheim. Cllr D Cotterill. Cllr Cllr S Lofthouse.
Cllr S Palmer. Cllr P Higgs, Cllr F Tiggs. Maggie Andrews Town Clerk.
John Yeatman RFO.

MINUTES Resolved: That the minutes of the Council meeting held on 3 June 2020 be approved as a correct record and signed by the Chairman.

2. MATTERS ARISING.

The Post Office. The right premises are yet to be found and a possible candidate to run it. Cllr White will liaise with Mr Mills for further news.

Social Services. Cllr White will contact them again regarding the health & safety of a Burford resident since there has been no further development.

Recreation Ground/dogs. Cllr Triggs to erect improved signage in the hope that dog walkers will keep their dogs on a lead.

Scouts. Cllr Taubenheim will organise the disposal or spreading of the spoil left behind after building works at the Scout hut.

Clanfield FC. Payment for the use of the Pavilion will re-commence now that training sessions are being held

Waste bins Priory Lane. Cllr Taubeheim has spoken to residents and confirmed that most of the bins will only be put out on collection day. This will be monitored.

Bus stop survey. These have now all been inspected and cleaned. They are all in good order.

3. APOLOGIES FOR ABSENCE Cllr N Field-Johnson.

4. DISCLOSURE OF INTERESTS.

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

Cllr Tunnell-Westmacott – Environmental & Cemetery.

Cllr M Taubenheim - Chairman of Planning.

Cllr F Triggs – Chairman Recreation Ground.

Cllr J White – Chairman Traffic.

John Yeatman – reimbursement £11.90 gift and £50 petty cash

5. OTHER MATTERS FOR DISCUSSION.

Allotments. It has been noted that a number of plots appear vacant or are not being tended. The Clerk will report this to the Chairman of the Allotment committee reminding him of the regulations under which the allotments are to be managed.

Village fish & chips. It would appear that this trader at the Gateway Antique centre is popular and conforms to hygiene regulations. There are concerns over possible cooking oil smells and litter. If complaints are received the Council will revisit the matter.

Ubico waste collections. Several bins around the town and on the Rec are not being emptied. This will be reported to Ubico.

Easing of lockdown - BEAP. The Council is prepared for a spike of Covid19 should it occur. The vulnerable and elderly will continue to be looked after by Councillors, volunteers and helpers on the BEAP list.

Planning application Swan Lane House.

Council have concerns about the amount of excavation required with spoil being removed from the site down the relatively narrow carriageway. Therefore we request a Traffic Management Plan.

Play area. There are strict conditions in place for when this re-opens. Some work is required to play equipment before the opening. There are discussions regarding redesigning the area.

6. TREASURER'S REPORT

The RFO reported that he had circulated documents regarding the 1st quarter expenditure.

All further information has been submitted to the Auditor.

HGV fund – the final pledge has been received together with an extra donation of £250 received.

Payments – Council account

Mrs M Andrews	952. 40
Inland Revenue	521. 73
J Yeatman	417. 60
Petty Cash	50. 00
Mr D Buckland (S/O)	1256.20
Nest Pension	65. 52
WODC Cemetery Council Tax	94. 00
A Grotex cleaning services	100. 00
J Yeatman reimbursement (Petty cash)	50. 00
Systems & Solutions (Bytesafe)	20. 00
McCracken & Son 5 th & 6 th cut	1896. 00
Hickman Bros	153. 96
Margaret Johnson Stationers	56. 30
Netwise Co Uk. (Annual website fees)	360. 00
M Andrews (Home telephone costs)	7.80
J Yeatman (reimbursement gift Don Griffin)	21. 90
Castle Water (Rec)	22. 70
WODC Credit for 3 missed bin collections	30. 51

The above were passed for payment.

7. MAYOR'S REPORT

Cllr White reported that we are in the last stage of finalising the HGV Traffic Orders with OCC. The order will be live on 5 August 2020.

Several haulage companies have enquired about Exemption Permits and application forms will be available shortly.

ighways **8. WODC REPORT**

Cllr Cotterill reported that the car park application will be heard at Uplands on 6 July. The Officer recommendation is for refusal.

The Officer's report misrepresents the reports by the Newt Officer, Historic England and the EA because only the first line or paragraph of the consultee responses have been read. The mitigation and conclusions have been ignored as has the impact of the Warwick Hall on the High Street businesses. The Town Council has not been well served by WODC planners in this instance.

The air conditioning unit for Sahara has been resolved regarding noise output but the size in a constricted right of way is an issue to be watched carefully.

Thanks were recorded to Cllr Cotterill for the many hours of work he has put in for the car park extension application.

9. OCC REPORT. None

10. CORRESPONDENCE. None.

11. COMMITTEE REPORTS

Planning.

20/01210/OUT. Lantern House 15 Shilton Road. Outline application for provision of two self build/custom plots with new driveway on to land to the rear. In principle, the Council have no objection other than the footway on to the A40.

20/01249/HHD. 15 Frethern Close. Erection of front porch. No objection.

20/01449/HHD. 8 Sylvester Close. Erection of single storey side extension.

No objection.

20/01300/LBC. The Little House, 178 The Hill, Removal of internal wall in non-period rear extension. No objection.

20/01572/OHL. Whitehills Farm, Shilton Road. Upgrade existing 11kv overhead line from Whitehills Farm (pole B) to pole 13 from a two wire to a three wire line.

No objection.

Recreation Ground.

Signage for dog walkers is in hand and will be erected shortly. Cllr Triggs to action. Clanfield FC continue to enhance the Pavilion and surrounding area, however a holly hedge has been removed without Council's permission. . A holly hedge will be replanted at a different site, to be determined. Cllr Tunnell-Westmacott to action purchase and organise planting. Clandfeld FC have intentions of erecting a picket fence and making good the surface surrounding the Pavilion. Council agreed that any changes or alterations to the Recreation Ground or Pavilion by anyone must come to full Council first for approval.

The standing order for fees from Clanfield FC is to be reinstated.

Clanfield FC are still looking to source a container for their lawn mower.

A new combination lock has been fitted to the Tanners Lane/ Westfield gate for easier access for the allotment holders. Should the entrance gets churned up in bad weather the Council will need assurance that damaged ground will be made good.

The Scout group are considering holding a car boot sale on August Bank Holiday

Monday – under discussion.

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Pavilion.

New keys to the changing rooms have been distributed only to those who need them.

Environment & Cemetery

Cllr WestMacott said the town was looking tidy except for the epicormic growth around the trees on the Hill, Sheep Street & Witney Street. The Clerk will remind OCC Highways that the growth needs cutting back.

Traffic

The footbridge over the A40 has been tested for stress and we await a report. Traffic lights are operating but traffic does back up from time to time along the A40.

20 mph scheme. BTC decided we should fund the scheme now and see if we can claw any funds back from the Government in due course.

Priory Lane has been marked by OCC for surface improvements.

12. ANY OTHER BUSINESS

Cllr Taubenheim together with a Burford resident is to prepare a report on the empty business premises in Burford to see how our High Street and the Town in general could be rejuvenated post Covid.

13. CHARITY MATTERS

New up to date contracts have been drawn up for Tolsey Traders.

The Annual Returns to the Charity Commission for the Tolsey Charity and the Thomas Collier Charity were completed on 4 June 2020.

