

**Minutes of the Burford Town Council meeting on  
Wednesday 5 August 2020 at 7.00 p m via Zoom**

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**Present:** Cllr J White – Mayor, Cllr J Tunnell-Westmacott – Deputy Mayor.  
Cllr P Higgs, Cllr S Palmer, Cllr P Bush, Cllr M Taubenheim, Cllr S Lofthouse,  
Cllr D Cotterill, Cllr D Cohen, Cllr N Field-Johnson. Dr K Gray.  
Maggie Andrews Town Clerk. John Yeatman – RFO.

**1. MINUTES. Resolved:** that the minutes of the Council meeting held on 1 July 2020 be approved as a correct record, and signed by the Mayor.

**2. MATTERS ARISING.**

Post Office. An applicant has been accepted as Postmaster but this is subject to the right premises being found.

Allotments. The Chairman of the Association has assured us he will advise plot holders to keep them tended.

Dog signage – Rec. More sign have been erected requesting owners to keep their dogs on leads. However some have been removed and thrown into hedges. We will monitor the situation.

Play area. The Council is being pressed to open the play park. The criteria as set out by the National Association of Local Councils (OALC) is very strict because of covid19. We will seek the views of the Council's Insurance Company and carry out a risk assessment. When completed a final decision will be made.

**3. APOLOGIES FOR ABSENCE.** Cllr F Tiggs.

**4. DISCLOSURE OF INTERESTS**

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

Cllr Tunnell-Westmacott – Cemetery & Environment.

Cllr J White – Traffic.

Cllr M Taubenheim – Pavilion & Planning.

Cllr S Palmer declared an interest regarding a matter under HGV matters because she is employed by a contractor applying for an exemption permit.

**5. OTHER MATTERS FOR DISCUSSION.**

Cycle rack. Discussion took place as to where to place a rack after having received notification from WODC that a grant may be available. Several sites were suggested and Councillors were asked to establish whether the suggested sites are big enough. When this information is to hand a decision will be made.

Rural Services Network. This is a group lobbying for representing Rural Services. Currently there is a group of 92 Local Councils who have taken up membership. Council felt we should look further into the benefits before making a decision.

**6. TREASURER'S REPORT.**

Burford Town Council account balances were circulated to all Councillors.

August payments for approval:-

D Buckland – cemetery walling	288. 00
Hickmans	29. 43
Turtle Engineering Ltd (AED)	311. 98
WODC Cemetery tax	94. 00
Mrs M Andrews	999. 10
J Yeatman	316. 10
HMRC	516. 60
Nest Pension	65. 52
David Buckland	1256. 20
Anna Grotex cleaning services	100. 00
Systems & Solutions (Bytesafe)	20. 00
McCracken & Son TBC	
A K Timms	112. 65
Windrush Press	174. 00
M Andrews – telephone costs	6. 30
Castle Water (Rec)	22. 70
B T Business bill	182. 83
Signway Lts (HGV signage)	59327. 20
CommuniCorp (Local Councils Update) subscription	75. 00

The above were passed for payment.

**7. MAYOR'S REPORT.**

The Mayor reported that he has been working on and continues to do so on the HGV exemption permit applications.

**8. WODC REPORT . CLLR COTTERILL**

Cllr Cotterill reported that he had attended an Uplands Planning meeting, otherwise it is very quiet.

**9. O.C.C. REPORT CLLR N FIELD JOHNSON.**

Cllr Field-Johnson confirmed that we were not getting any finance from OCC regarding the 20mph project. The money has mainly gone to cycle paths and walkways.

Cllr Field-Johnson suggested we approach the Co-op again for a Post Office site.

He also reported that travelers were causing problems in Minster Lovell and surrounding areas. Discussion took place regarding a height restriction barrier at the Guildenford car park. Investigation required.

He had previously circulated to all Councillors, a paper on 'Save our Windrush.'

HGV discussion. It was noted that we had received applications from 17 hauliers for HGV permits for over 100 vehicles. Many more are expected.

Dr K Gray issued a statement on the HGV matter which included noise, pollution, vibration, permits and haulage journeys. He added that permits are exceptionally issued for a local business making very local journeys that start and finish within a short distance of the weight restriction.

In his view Dr Gray felt it is time for BTC to be strong and resist accepting most permit applications by accepting and using the criteria and definition of local – with no deviation.

After much discussion Cllr White & Dr Gray will meet and put final decisions on the permit issue to Council.

#### **10. CORRESPONDENCE.**

Priory Lane bins. It has been noted that a resident in Priory Lane had emailed concerns about the 11 bins permanently left out by the Brewery staff house. Cllr Taubenheim has been in contact with those who leave the bins out. We are hopeful the situation will improve.

A resident in Sweeps Lane has requested a one way system in Priory Lane. They also raised the matter of signage on the Rec regarding dogs on leads. The Mayor has responded to both these matters. We do not propose a one way system in Priory Lane but thanked the resident for replacing dog signs after they were removed.

#### **11. COMMITTEE REPORTS**

##### **Planning.**

20/01038/FUL. Vicks Garage. Guildenford. Demolition of existing garage buildings and construction of two storey office building.(amended plans & description. No objection.

20/01711/ADV. Land west of Shilton Road. Erection of free standing stacked V board and 2 flags. No objection.

20/01616/HHD. Laurel Cottage, Barns Lane. Alterations & erection of single storey rear extension. No objection.

Stonefield Lodge. A request has been received for gaining access on to the Rec from the A40 to enable building works to be carried out. After discussion it was agreed not to allow for this access. Cllr White will respond.

##### **Recreation Ground.**

It was noted that Westfield gate is left open when the football teams supporters park in the field. We will request Clanfield FC appoint a steward to make sure that there is no unauthorised parking.

The scouts are holding a car boot sale on August bank holiday Monday.

##### **Pavilion.**

Cllr Taubenheim reported that a successful children's event had been held on the Rec for three days.

It was noted that an electricity check needs to be carried out in the Pavilion.

##### **Environment.**

It is noted that the scaffolding outside the Oxford Shirt Company has been erected longer than the permit allowed. It is difficult for the disabled to maneuver. Dr Gray has already reported this and we will follow this up with OCC. (Since the minutes were taken the scaffolding has been removed).

##### **Cemetery.**

A third quotation is required for the work to reclaiming land at the Cemetery. This is in hand.

**Traffic.** None

**12. ANY OTHER BUSINESS.**

The book sale under the Tolsey for the Burford Archive fund raised £250.

**13. CHARITY MATTERS.**

There is now a full contingent of traders under the Tolsey.

