

**Minutes of the Burford Town Council meeting on
Wednesday 7 July 2021 held at St John the Baptist Church**

Present: Cllr P Higgs – Mayor, Cllr M Taubenheim – Deputy Mayor, Cllr S Palmer, Cllr S Lofthouse, Cllr P Bush, Cllr D Cotterill, Cllr D Cohen, Cllr F Triggs, Cllr J Tunnell Westmacott, Cllr J White, John Yeatman – RFO. Mr Shute SRRA.

1. MINUTES. Resolved: that the minutes of the Council meeting held on 2 June 2021 be approved as a correct record and signed by the Mayor.

2. MATTERS ARISING.

Westfield Parking. After discussion and as outlined in the June minutes, Council decided not to go ahead with this proposal for the time being.

Automatic Speed Indicator Sign. Information on this sign was circulated to Councillors. In consultation with James Wright at OCC this would be at a cost of £2000 plus the installation of a post. The Council will be requesting donations toward this project.

Church Green benches. The Oxford Masons Grand Lodge have offered to install a new bench at this site. A kind donation of £100 has been received from a Burford resident towards the bench fund.

3. APOLOGIES FOR ABSENCE. Maggie Andrews, Cllr N Field-Johnson.

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 Triggs – Recreation Ground.

5. OTHER MATTERS FOR DISCUSSION.

OCC Big Green Week & The Queen's Green Canopy.

Lucy Staveley had circulated plans for this initiative. It was suggested that a maximum of 30 trees be planted but no damson tree species. It was agreed by Council to plant one oak tree on the junction of Shilton Road and the A40 marking it to commemorate HM Jubilee event. This needs more discussion The Mayor will liaise with Lucy Staveley.

Red telephone box. Burford & Kingham Rotary club wish to donate a red telephone box to house the defibrillator which is located in the High Street. After discussion Councillors decided against.

Footpath/Right of Way. A request from a Taynton resident asked for confirmation regarding a footpath from Upton to Taynton. Archives show it is unlikely there ever was one.

Town grass cutting locations. The area was historically mapped out by residents. SRRA has asked why their verges are not included.

They will be asked if they want to join our present contract.

Mr Stacey. There have been some issues regarding parking in Barns Lane. Mr Stacey has requested a white line opposite his premises; after discussion Council refused this request. The PCSO has advised Mr Stacey of parking matters and the Council will advise Mr Stacey accordingly.

20 mph speed limit roundels. Some of the previous 30 mph signs have not been changed to 20 mph. Cllr Higgs will take this up with OCC.

Coles Field. Planning Application 21/02343/OUT Land East of Barns Lane. Outline planning for up to 141 assisted care units, up to 32 affordable housing units, with communal facilities, parking, vehicular and pedestrian access, internal roads, open spaces, etc. Cllr J White will lead the Council's response.

6. MAYOR'S REPORT.

This was circulated to all Councillors. A meeting was held between OCC, Cllr Higgs, Cllr Taubenheim and White, and Ken Gray pointing out the bad state of the Western High Street pavements. Sean Rooney (OCC) was unreceptive to our complaints especially the unacceptable slope towards the road on the roadside pavement, which is against disability guidelines. We are still waiting for his formal response.

In late June OCC issued a scaffold licence to the Oxford Shirt Co, which covered the level area of the pavement. Sean Rooney assured us verbally that this would not be allowed. One elderly resident suffered injuries whilst trying to negotiate passing the scaffolding on the sloping pavement because the level area was not kept clear of scaffolding. We have yet to receive a response from OCC who then extended the licence until 21 July from the original date of 6 July. The scaffold was removed as soon as the the job was completed.

The grass cutting schedule for the Recreation Ground was discussed and is reported under item 12 on the agenda.

The Mayor & Cllr Taubeheim met with Matthew Freud and the manager who is overseeing work to the Old Bull. It was an informal discussion with Matthew giving his opinion on where Burford should be looking to develop,

The Mayor also attended an HGV meeting with OCC which Cllr White will report on.

7. TREASURER'S REPORT

The first ¼ expenditure and account balances & reconciliation has been circulated. Goodman-Nash have completed a full survey of the cemetery and will report their findings and the basis of the appeal to VOA to reduce the declared value for the cemetery.

BTC Payments for approval:

Castle Water Rec	23. 87
Castle Water Cemetery	22. 18
D Buckland reimbursement petrol costs	41. 73
Petty Cash	40. 00
WODC Business rates – Tolsey	121.10
WODC Business rates cemetery	108.00
Mrs M Andrews	955.30
Mr D Buckland	1258. 08

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J Yeatman	324.00
Mr P Denning (HGV)	579.40
HMRC PAYE	548.37
Nest Pension	65.52
Mrs James (HGV)	72.00
Anna Grotex cleaning services	100.00
Systems & Solutions (Bytesafe)	20.00
BT business bill	63.08
McCracken & Son	TBC
A K Timms	76.80
Hickman Bros	99.17
Systems & Solutions (Tolsey PC repair)	90.00
Peter Denning admin expenses	
Jackie James HGV admin	176.46
D.Buckland (Reimburse grave digging fee)	45.00
Castle Water Rec	23.87

The above were passed for payment.

8. SHILTON ROAD REPORT.

All matters relating to this have been dealt with via email throughout the month.

9. O.C.C. REPORT CLLR FIELD JOHNSON. No report.

10. WODC REPORT . CLLR COTTERILL

There are currently 19 affordable housing schemes in development across West Oxfordshire District which should deliver close on 500 affordable homes during 2021 and 2022. One scheme is the Shilton Road site which will deliver 45 homes to Greensquare Accord. 13 were handed over in May and the rest are forecast through to March 2022.

WODC's Homeseeker data indicates 24 applicants with a rural connection to Burford and 206 applicants stating Burford as a preference. In total WODC has 3050 households on its waiting list with the three top preferences listed as Witney, Carterton & Eynsham.

11. CORRESPONDENCE. None

12. COMMITTEE REPORTS

Planning. 21/02174/HHD. The Mill Cottage, 93 Witney Street. Construction of a swimming pool (retrospective). Council had no objection to this application other than possible noise pollution.

21/01607/HHD. Cartref, Barns Lane. Demolition of existing garage to make way for timber framed carport with potential accommodation above for on-site carer. The Council have objections on the grounds that the development to be too high which would overlook the neighbouring property on the North side. We also request that as a condition of the development this would solely be for family and not to permit any rental. As site visit will be requested.

21/02110/FUL. Car Park Expansion - Guildenford. No objection.

Recreation Ground. Grass cutting schedule has been discussed with Steve McCracken and all parties concerned are in agreement.

Investigation required for a container to house the Clanfield football club's mower. The Scouts have offered £1000 toward this. Cllr Taubenheim to investigate further.

On the 10 and 11 July the scouts will use part of the Rec for camping.

Two picnic tables will be budgeted for next year, to replace those outside the Pavilion.

Pavilion. The Youth club have used the facility for a rounders session and plan to hold another in September.

Environment.

Cllr Tunnell-Westmacott reported that generally the town looked tidy. All town benches are being checked for safety and or refurbishment.

Cemetery.

The Cemetery is in good order.

Traffic.

Covered previously under 20 mph roundels and speed sign.

BEAP. No report.

13. ANY OTHER BUSINESS.

White lines and keep clear will be repainted at the Church Green car parking area.

Keith Butler the monitoring officer at WODC is retiring – a letter of thanks will be sent to him.

It was suggested a tree be planted on the Rec in memory of the late Avery Baines.

14. CHARITY MATTERS.

The Tolsey & Thomas Collier Charity were independently checked and approved by Don Griffin on 5 June 2021. The Annual Returns to the Charity Commission were completed on 1 July 2021.

The Tolsey exterior refurbishment has commenced. There will be further costs for replacement of the flag pole and fittings, extra scaffolding for removing the clock to make new mountings and scaffolding for re-fitting.