

**Minutes of the Burford Town Council meeting on
Thursday 7 October 2021 at 7pm held in the Lady Chapel
St John the Baptist Church**

Present: Cllr P Higgs – Mayor, Cllr M Taubenheim – Deputy Mayor, Cllr J Tunnell Westmacott, Cllr J White, Cllr D Cotterill, Cllr F Triggs, Cllr S Palmer, Cllr S Chandler, Cllr S Lofthouse, Cllr P Bush, Cllr N Field-Johnson, Maggie Andrews - Town Clerk, John Yeatman – RFO.
Members of the public: Lynne Agg. Ali McIntosh representing the Beagles (Burford Environmental Action Group). George Richmond who submitted a paper which was previously circulated to all Councillors, on Burford becoming a pesticide free town. Lucy Staveley. The Queen’s Green Canopy.
Lynne Agg asked if the Council could consider upgrading the play area. Many other local villages have made improvements, but little progress has been made with Burford’s play area.

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

2. MATTERS ARISING.

Automatic Speed Indicator Sign. We now have the funding and an order will be placed for the solar powered sign and OCC contacted regarding the erection of a post.

The Queens Green Canopy. Council agreed to then planting of several trees, costs are being sought; estimated figure £1500. Local residents will be asked to help with planting.

Good Neighbourhood scheme. Council felt that they had already successfully become ‘good neighbours’ during the Covid pandemic, making sure all residents were given all the help they needed. It was therefore decided not to join this scheme.

Jubilee Street Party. After advertising in The Bridge magazine for local societies and residents little help was forthcoming. A decision was made to write to all clubs and societies in Burford to appoint one representative to form a committee and for someone to co-ordinate the event.

Windrush Valley Traffic Action Group. (WiVTAG) They have lodged an appeal. The Council will respond to their latest email which does include some misrepresentation. A full traffic survey will be carried out between the 18-25 October which will include video cameras and pneumatic tubes.

3. APOLOGIES FOR ABSENCE. Cllr D Cohen due to prior commitments.

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 White – Traffic.

Cllr Taubenheim – Pavilion & Planning. Under planning application 21/02945/HHD, 17 Sheep Street Cllr Taubenheim lives in the neighbouring property.
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Also an interest under item 14 on the agenda – Cllr Taubenheim runs a business in Burford.

Cllr Triggs – Recreation Ground. Receiving reimbursement in the sum of £20 for gate repairs to the Play area.

Cllr Higgs receiving reimbursement for Mayors expenses in the sum of £252.90.

5. OTHER MATTERS FOR DISCUSSION.

Future Council meetings. Several options were suggested in the light of some increase in Covid. After discussion, the Pavilion building will be considered as a possible venue.

Celebration of Youth. No report was forthcoming – Council decided not to further this.

However it may be worth the Scouts and Cadets pursuing the matter. Cllr Taubenheim to action.

6. MAYOR'S REPORT.

The Mayor attended a two part course given by OALC on Chairmanship of councils. He met Matthew Timms from OCC together with Ken Gray to see the plans for the repair and improvement of the western pavement in the town. This will take place over 4 weeks commencing mid-October on weekdays only. Parking restrictions will be in place for 4 weeks. All businesses will be kept informed; a copy of the plans have been circulated. The Mayor met with Adrian Cosh of Liongate to discuss whether BTC could host a welcome event on the new site (see agenda item 8).

He also met with Matthew Freud to discuss the possibility of opening some of the Priory grounds for the Queen's Platinum Jubilee street party. (see agenda item 2d). Matthew has suggested the possibility of a fun fair on the lawns of the Priory.

The Mayor attended a WODC Planning Committee meeting concerning the Guildenford car park extension.

He met with Lucy Staveley to discuss the layout for a community orchard and estimated costs marking the Queen's Green Canopy project (see agenda item 2b).

He also attended a Rotary Club formal dinner at Burford Gold Club, accompanied by the Mayoress.

The Mayor attended a Webex seminar given by WODC on S106. The main point to come out of the seminar was that the Council needed to claim S106 money on any development over 10 houses, even if we object to the development and we do not claim before the application is put to the planning committee we lose the chance for good.

The Mayor met with Matthew Albright the new head teacher at Burford School as an introduction and to discuss how the Council might assist the school. He agreed to contact OCC to get permission to use the school as a refuge centre should any major incident occur. If agreed this information will be added to the Burford Emergency Action Plan document.

A meeting with Adam Davis, head teacher of the Primary School has been convened for this month.

7. TREASURER'S REPORT

The 2nd quarter expenditure, account balances & reconciliation papers were circulated to Councillors.

The 2nd half of our precept has been recovered. A VAT reclaim has been submitted for the 1st half of 2021/22 for £3162.78.

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Moore have completed the external audit for 2020/21. There were no major issues. The audited accounts and audit completion notice have been posted on BTC's website.

BTC Payments:

| | |
|---|----------|
| D Buckland dry stone walling. | 180. 00 |
| Ricoh photocopier rental | 39. 92 |
| WODC Tolsey business rates | 117. 00 |
| WODC Cemetery business rates | 108. 00 |
| Mrs M Andrews | 933. 70 |
| Mr D Buckland | 1258. 08 |
| J Yeatman | 316. 80 |
| Mr P Denning (HGV) | 716. 84 |
| Mrs G Rolls (HGV) | 337. 50 |
| HMRC PAYE | 581. 34 |
| Nest Pension | 65. 52 |
| Mrs James (HGV) | 45. 00 |
| Anna Grotex cleaning services | 100. 00 |
| Systems & Solutions (Bytesafe) | 20. 00 |
| BT business bill | 69. 59 |
| SSE Tolsey | 59. 12 |
| Ubico (dog bin emptying) | 50. 05 |
| WODC trade waste | 806. 76 |
| Moore (external audit) | 480.00 |
| McCracken & Son | 1150. 80 |
| Margaret Johnson | 104.00 |
| Hickman Brothers | 8. 86 |
| Bumbles of Burford Mayors event | 598. 50 |
| Petty Cash | 50. 00 |
| Peter Denning HGV expenses | 14. 89 |
| Jackie James admin HGV | 10. 09 |
| D Buckland petrol costs | 20. 01 |
| F Triggs gate repair reimbursement | 20. 00 |
| Mrs M Andrews reimbursement Mayors expenses | 90. 00 |
| P Higgs reimbursement Mayors expenses | 252. 90 |
| Castle Water Rec | 23. 87 |

The above were passed for payment.

8. SHILTON ROAD WELCOME PARTY.

A suggestion has been made to arrange a welcome party for new residents of Shilton

Road. Lioncourt suggested this could be held in the show home suite. After discussion Council agreed this should be postponed until next year and incorporated into the Burford Festival, when residents could be invited to the Mayors Reception which is held during the festival week. Burford & District Society already issue a welcome pack to new residents and The Bridge magazine is available to everyone.

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

The new administration's first motion to full council. The first motion was brought to full council on 14 September.

Up until then people managing committee meetings were given the courtesy of being addressed in the manner they requested, chairman, madam chairman, chair or whatever. The motion brought by the ruling group sought to proscribe all form of address other than 'Chair' and to have the constitution re-written accordingly. After debate the ruling group forced the motion through.

Wishlist for specific donations to help Afghan refugees. People in Oxfordshire are being asked to make donations of very specific items to help Afghan people currently being looked after in the county after their recent arrival in the UK. Oxfordshire is playing host to several Afghan people in temporary accommodation as a prelude to them moving into more stable accommodation once Central Government has allocated families and individuals to appropriate homes either locally or elsewhere.

Earlier in September the county council announced that it would work with district and city council partners and the charity Asylum Welcome to publish an Amazon Wishlist should any further specific items be needed. The list is hosted by Asylum Welcome and has been published and can be found at Amazon.co.uk. Items requested include items of clothing, shoes, sanitary products and headphones.

School Flu vaccinations. More than 100,000 Primary and Secondary school children in Oxfordshire will be offered the opportunity to be immunized against influenza in an expanded health protection campaign. Schools are contacting parents guardians and carers to ensure consent is provided. Around 50,000 children – 73% of reception to year 7 pupils were immunized last year. The campaign now includes children up to year 11. This includes children educated at home and those who attend special schools. More information on vaccinations in non-school places can be found at flu.schoolnurses@oxfordshirehealth.nhs.uk

Oxford City Residents – cycle schemes. Oxford City's cyclists and rental e-scooter riders can look forward to a safer purpose-built series of rapid cycle routes across Oxford known as 'Quickways'. The proposals for the schemes result from a major funding award from the Government's Active Travel Fund to upgrade infrastructure to increase levels of walking, cycling and use of rented e-scooters.

10. WODC REPORT . CLLR COTTERILL

The car park application has now been heard at the Uplands Planning meeting. A site visit will take place at 9.30 on 14 October on site. On the 18 October there will be a hearing

where the matter will be discussed and decided upon.

Cllr Cotterill attended the Grappolo d'Oro and the Potenza Picena 20th twinning anniversary. There is a possibility of resurrecting the twinning scheme. Cllr Cotterill will carry out an analysis for exchanges between our schools and those of Potenze Picena.

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11. CORRESPONDENCE.

Council discussed the proposal from George Richmond regarding Burford becoming a pesticide free town. Knot weed must be controlled using pesticides which is currently on the recreation ground around the perimeter.

Our lengthman does hoe as much as possible, using weed killer only where necessary. After discussion Council felt that we have neither the funding or the time to consider this at present, given that we already have 'Save the Windrush' & plastic free Burford campaigns. George Richmond was thanked for his concerns and the information he provided.

Donation. A request has been received from CPRE to support their 90th Anniversary Appeal. Council agreed to donate £50. We already pay annual subs and have membership.

Welcome Back Fund. This fund is providing councils across England a share of £56 million from the European Regional Development Fund (ERDF) to support the safe return of high streets and help build back better from the pandemic. Up to £7000 is on offer.

After discussion Council agreed that a review of all the finger posts in Burford should be carried out replacing those damaged and adding others as necessary and refurbishing the existing. Estimated costs £1,000-£1500.

The Chamber of Trade have suggested 24 flower baskets to be hung on the retail businesses to brighten up the town – estimated figure £1000 - £1500.

Christmas Lights - £1500. An order will be presented to WODC for the above proposals. Cllr Field-Johnson left the meeting at this point.

12. COMMITTEE REPORTS

Planning.

S106. Cllr Cotterill agreed to put together a paper justifying the impact this will make on the town in claiming for S106 money. Several ideas were put forward including the Cemetery, the play area and car park extension.

Applications: 21/03025/LBC. 21/03026/HHD. The Cobblers House 35 Witney Street. No objection.

21/02945/HJHD. 21/02946/LBC. 17 Sheep Street. A site visit is recommended.

W21/00837/PAVLIC. Shake & Snack 83 High Street. Extended seating area. Council

objected on the grounds that the proposal is very near the pedestrian crossing, when pedestrians queue to cross there is congestion.

Recreation Ground. The gate to the play area has been repaired.

Rabbit population is increasing on the Rec causing problems to football pitches. Cllr Triggs will look into methods of control.

Council agreed to contribute £450 toward a steel container to house the football team mower. The scouts have contributed £800.

Pavilion. Nothing to report.

Environment.

Cllr Tunnell-Westmacott reported that the yellow lines opposite the entrance to the Burford surgery are very feint. A request to repaint will be sent to OCC.

Cemetery. The Cemetery is in good order. No major issues.

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Traffic. No further report.

BEAP. (Burford Emergency Action Plan)

Salt and sand deliveries have been ordered for the winter months

13. ANY OTHER BUSINESS.

The epicormic growth from the trees in Witney Street has at last been cut back.

Remembrance service. This will take place on 14 November at 10.50am at the War Memorial.

Civic Service. This will be held on 12 December at St John the Baptist Church at 3.30pm.

Concern was shown about the area outside Huffkins where a parking area has been cordoned off. Enquiries will be made.

The budget meeting is set for 15 November at 7pm in the Council Chamber.

14. CHARITY MATTERS.

The Tolsey.

It was noted that some items being sold under the Tolsey on Wednesdays and Thursdays have exceeded their initial list. The trader will be asked to sell at least 50% of the items from the original request.

