

**Minutes of the Burford Town Council meeting on
Thursday 2 December 2021 at 7pm held in the Lady Chapel
St John the Baptist Church**

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

1. MINUTES. Resolved: that the minutes of the Council meeting held on 4 November 2021 be approved as a correct record and signed by the Deputy Mayor.

2. MATTERS ARISING.

Automatic Speed Indicator Sign. In hand.

The Queens Green Canopy. The tree planting ceremony on Westfield was very successful with HRH the Duke of Gloucester planting the first tree launching this initiative.

Jubilee Street Party. In hand.

Windrush Valley Traffic Action Group. (WiVTAG) No update available.

Play Park. A committee of interested parties now needs to be established.

Climate & Ecology Emergency Bill (CCE). Letters will be sent to relevant parties, including Robert Courts MP, confirming the Council's support of this Bill.

3. APOLOGIES FOR ABSENCE.

Apologies were noted from Cllrs Higgs, Triggs, Palmer & Chandler.

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 Taubenheim – Pavilion & Planning.

Cllr White – Traffic

Cllr Higgs declared an interest regarding reimbursement payment for Malwarebytes £29.99 & Chew Valley Trees £138.00

5. OTHER MATTERS FOR DISCUSSION.

Coles Field. The planning application is being considered including the revised plans. If refused it may then go to appeal. Anyone wishing to attend the planning meeting must give notice to WODC.

Chamber of Trade. It was agreed that better communication is required between the Chamber and the Council. A meeting will be arranged to discuss future plans.

6. MAYOR'S REPORT.

The Mayor laid the Town's wreath at the War Memorial on Remembrance Sunday.

He hosted the visit of HRH the Duke of Gloucester to plant the inaugural tree in the first Community Orchard on Westfield.

Page 907

He was interviewed on Radio Oxford about the other tree planting schedule for the Queens Green Canopy and the Duke's visit.

The Deputy Mayor attended a training session on Roles and Responsibilities organised by OALC (Oxfordshire Association of Local Councils).

7. TREASURER'S REPORT

The 2022/23 Budget and Precept calculation was circulated to all Councillors for discussion. After consideration Council approved the Budget for 2022/23. Thanks were noted to the RFO for all his hard work.

The remaining 2021/22 Budget adjustments were made to include the Queen's Green Canopy project, the containers for the football club mower and increased administration costs.

BTC Payments for approval:

OCC (Burford E-TRO) HGV	3120. 00
OCC (Enforcement training) HGV	2952. 00
Walcot Organic Nurseries	321. 75
Lucy Staveley reimbursement – trees	135. 00
Farm Forestry	147. 60
Burford PCC room hire	40. 00
SLCC Enterprises 12 th edition – council admin	152. 79
WODC Tolsey business rates	117. 00
WODC Cemetery business rates	108. 00
Mrs M Andrews	1016. 40
Mr D Buckland	1258. 08
J Yeatman	532. 80
Mrs G Rolls (HGV)	742. 50
HMRC PAYE	576. 29
Nest Pension	65. 52
Mrs James (HGV)	54. 00
Anna Grotex cleaning services	100. 00
Systems & Solutions (Bytesafe)	20. 00
BT business bill	67. 91
SSE Tolsey	392. 52
SSE Pavilion	126. 71
OALC (Roles & Responsibility training course)	120. 00
Ricoh UK	44. 54
A K Timms	64. 30
Hickman Brothers	18. 90
Royal British Legion	115. 00
Petty Cash	145. 00

Gemma Rolls HGV admin expenses	29. 99
Jackie James admin HGV	128. 87
D Buckland petrol costs	25. 01
P Higgs reimbursement Chew Valley trees	138. 00
Page 908	

P Higgs reimbursement Malwarebyutes	29. 99
J Buckland	30. 00
Castle Water (Rec)	23. 87

Tolsey payments.

Ivor Lavers, replacement top window	620. 00
Pethers Tolsey Clock & Supports	11481. 86
Pyrotec Services	276. 00

The above were approved and passed for payment.

8. HGV REPORT

The October traffic survey at 16 sites using pneumatic tubes (Tracsis) and 5 sites using ANPR cameras had resulted in over 100 computer files of data. These have been analysed producing a summary which was used at a meeting with OCC officers. The data will be circulated to Councillors.

9. SHILTON ROAD

Lioncourt assure us that the grass verges will be properly reseeded in the Spring of 2022. Documents are being raised from the Foundation Governors regarding land for the care home on this site.

10. O.C.C. REPORT CLLR FIELD JOHNSON.

HGVs. Cllr Field-Johnson gave an overview of the HGV situation and the importance of 5th January meeting. He felt we would have a battle on our hands. Should it not go our way, we would have the right to appeal however, this would be costly. He will chase all Parish councils for their support.

11. WODC REPORT . CLLR COTTERILL

Cllr Cotterill reported that he had chaired his penultimate Finance & Management meeting at WODC. They cannot set their budget yet for 2022/23 because the Government Settlement has not been announced and WODC does not know What its income will be, This means that the settlement will probably be announced just before Christmas and Finance Officers will have to work through the Christmas recess to have budgets formulated for Cabinets and Councils to discuss and debate during January for final agreement in February.

The next Finance & Management meeting is 5 February 2022.

One agenda item was the renewal of the Publica Support Contract for another 4 years. Fait Accompli as the Support Contract is the HR and Computing (ICT) component supporting the longer 7 and 10 year contracts for the direct provision of services by Publica.

Cllr Field-Johnson left the meeting

12. CORRESPONDENCE.

The Bowls club have requested they be allowed to install brown signs indicating where

the bowls club is situated. As long as there is no cost involved to the Council, this was approved.

13. COMMITTEE REPORTS

Planning.

21/03568/HHD. Leaze Cottage Barns Lane. No objection.

Page 909

21/03530/FUL. Burford House Church Lane. The boundary wall to Church Lane must be retained for its historic value. Due consideration needs to be given to the felling of some trees – advise consult with Mr N Dalby at WODC. Council have no objection to the rest of the application.

21/03647/HHD. 2 Orchard Rise. No objection.

21/03611/FUL. Upton Downs Farm. No objection.

21/03783/S73. 136-142 High Street. No objection.;

21/03728/FUL. 21/03729/LBC. Highway Hotel. No objection.

Recreation Ground.

Cllr Tunnell-Westmacott will submit a plan for trees to be planted on the Rec in memory of two residents who recently passed away.

Pavilion. Quotations awaited for the repairs/refurbishment to the front of the building where wood needs replacing. Action Cllr Taubenheim.

Replacement benches required at the Pavilion. In hand.

Environment. The zig zag lines have been reinstated by the pedestrian crossing on the High Street after major work to the footpath and also outside the Primary School.

Cemetery. The Cemetery is in good order; no further report.

Traffic. No further report.

BEAP. (Burford Emergency Action Plan)

Most bins in the town have been refilled with salt by OCC.

14. ANY OTHER BUSINESS.

The consensus of opinion was to continue to go ahead with the Council's Christmas party in view of the latest Covid reports.

The Clerk requested help with the Civic Carol Service on 12 December. Cllrs Bush & Tunnell-Westmacott agreed to assist with collecting donations from the public attending The service, which will go toward SpecialEffect, the Mayors chosen Charity.

Next year's Council meetings will be held in the Warwick Hall, old hall.

15. CHARITY MATTERS.

The Tolsey.

Maintenance contracts have been signed for the Tolsey fire alarm & emergency lighting system, faults have been repaired and all is now up and running. A test for the digital communicator shows the site is suitable and we await a quotation for the connection to the monitoring system.

