

**Minutes of the Burford Town Council meeting on  
Wednesday 2 March 2022 at 7pm held in the Warwick Hall**

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

**1.MINUTES. Resolved:** that the minutes of the Council meeting held on 2 February 2022 be approved as a correct record and signed by the Mayor.

**2. MATTERS ARISING.**

Automatic Speed Indicator Sign. To be installed this week.

Jubilee Street Party. A meeting has been convened for Wednesday 16 March at 6pm in the Council Chamber.

Play Park. A meeting has been arranged to meet with a Landscape Architect to outline a landscape master plan to see how best the whole area can be used.

**3. APOLOGIES FOR ABSENCE.**

Apologies were noted from Cllr P Bush, 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 Triggs - Recreation Ground

Cllr Taubenheim – Pavilion & Planning

Cllr White – Traffic

Cllr Cohen – BEAP.

Cllr Higgs declared an interest regarding reimbursement payment for Royal images in the sum of £92.40.

**5. OTHER MATTERS FOR DISCUSSION.**

Burford Pre-School. The school needs financial assistance. Cllr Cotterill is in touch with the School Foundation and the Council have asked if they have a specific project. Meantime the Council will renew their license for a further ten years.

The Bridge. The white pedestrian line needs repainting urgently. The Council will suggest to OCC that hatched markings be added.

Future Council meetings. It was decided that since Government guidelines have eased, future council meeting will be held in the Council Chamber from April.

Tolsey Trading. A request to share the space on Tuesdays has been granted. The vendors will share the fees.

Bunting. It was agreed that yellow and blue bunting will be flown from the Tolsey building as a mark of solidarity with Ukraine.

## **6. MAYOR'S REPORT.**

The Mayor reported he had attended the planting of the community orchard on Oxford Road with a group of volunteers and one other councillor. He visited Burford Sewage Works with Cllr Field Johnson and Ashley Smith from WASP to view the state of the reed beds after a year of use. Much solid effluent had been filtered out which would otherwise have gone into the river prior to the beds being installed. He also visited a resident on the Hill regarding the 20mph speed sign who has reluctantly agreed for it to be installed on the existing post.

## **7. ELECTIONS.**

These will be held on Thursday 5 May 2022. The notice of election will be displayed on the website and Tolsey notice board on 28 March. All those wishing to be nominated must be on the electoral role and registered in the parish. Nomination packs will be available from mid-March; nominations must be delivered by hand to WODC Woodgreen office no later than 4pm on 5 April.

## **8. ANNUAL TOWN MEETING.**

This will be held in the Warwick Hall on Wednesday 27 April at 7pm. Reports will be available on the website and at the meeting. The meeting will take the form of a Q & A session.

## **9. COUNCIL POLICIES.**

OALC (Oxford Association of Local Councils) have reminded us to review and adopt certain policies; council adopted the following:-

Training policy, Equal opportunity policy, Health & Safety Policy and Whistleblowing policy.

## **10. BURFORD TOWN COUNCIL 2022/23 PLAN.**

The Council's plan is to:

- a) manage the council's responsibilities in the town within the agreed budget.
- b) to work with OCC to agree a freight and logistics strategy for Burford and West Oxfordshire, to agree an HGV weight limit through Burford.
- c) To review the use of the Recreation ground and Westfield and to plan the future improvements which the community would like to see.
- d) to commence raising funds for improvements to the Recreation ground.
- e) to investigate any further possibilities with WODC and local landowners for car parks in Burford.
- f) to co-ordinate the Queen's Jubilee celebrations in the town and to provide a day of fun for the community.
- g) to rigorously investigate any future plans for Coles Field development.

## **11. CO-OPTION OF COUNCILLOR.**

It was unanimously agreed to accept the application of Mrs Joanne Rushton as a new Councillor.

## **12. TREASURER'S REPORT**

OALC have issued a list of documents and policies every council should adopt for general and financial management, transparency code and audit. Any missing policies have been written and added to our register to ensure BTC comply.

HGV staff have received their final salary payments.

### **BTC Payments for approval:**

Burford PCC room hire.	50. 00
That Event Co. (Christmas lights)	1810. 20

WODC Tolsey business rates	117. 00
WODC Cemetery business rates	0. 00
Mrs M Andrews	886. 80
Mr D Buckland	1258. 08
J Yeatman	403. 20
Mrs G Rolls (HGV)	735. 00
HMRC PAYE	488. 57
Nest Pension	65. 52
Mrs James (HGV)	54. 00
Anna Grotex cleaning services	100. 00
Systems & Solutions (Bytesafe)	20. 00
BT business bill	65. 03
A K Timms	37. 09
Hickman Bros	107. 94
McCracken & Son	1350. 00
Ricoh	41. 80
OALC annual subs	287. 84
Petty Cash	30. 00
Castle Water Rec	23. 87
P Higgs reimbursement	92. 40
J Buckland	30. 00
J Yeatman reimbursement (frame for HM picture)	78. 00

The above was approved and passed for payment.

#### **14. O.C.C. REPORT CLLR. FIELD-JOHNSON.**

HGVs. The OCC Scrutiny Committee has referred the decision to the full OCC Cabinet to review the decision on revoking the Burford HGV. However, the Cabinet has upheld the original decision to revoke the ban.

The ANPR data clearly shows there has been a significant reduction (over 50%+) of large 3-5 axle HGVs in Burford as well as the surrounding areas. The data also confirmed that there have not been significant increases in greater than 7.5 ton HGVs in the surrounding areas.

There have been significant improvements in air quality in Burford, Chipping Norton, Woodstock and Witney and it is now below Health Limits at all locations. There were no increases in air pollution anywhere as the result of Burford ETRO. This was overlooked in the report. These arguments were all ignored.

We will now re-file for an 18 ton limit ETRO rather than the current 7.5 ton limit.

OCC Budget. The new Liberal Democrat Green Alliance in their first budget have approved a large 5% rise in Council Tax. The previous Conservative-led administration had put in place a Financial Strategy featuring a maximum increase of 4%. It should be questioned the timing of such a large tax rise.

20 mph speed limit. Wallingford Central has become the third 20 mph pilot scheme to be unveiled in Oxfordshire. OCC completed the work earlier this month as part of its £8m plan to reduce the speed of the majority of the County's 30 mph roads to 20 mph where suitable and where supported by local residents. Compliance by motorists is effectively voluntary and will not be enforced by the Police.

OCC & Cherwell District Council. The leader of the Council issued an email to all Councillors praising the partnership between OCC and Cherwell District Council but also announcing subject to Council approval, it was going to end without giving a reason why. The ending of the partnership would mean that joint chief executive Yvonne Rees will return to her substantive post as CEO for Cherwell D C from the date of both full Council decisions.

**15. WODC REPORT. CLLR COTTERILL.**

Recycling bins appear to be in short supply. The blue lids break off easily and Windrush Court is now reduced to 3 bins for 20 houses. Some replacements are taking 3 months. This means that some recycling has to go into the grey bin thereby affecting the overall District performance. WODC has been informed about the above but has failed to get Ubico to deliver new or replacement bins.

WODC has approved a satisfactory budget for this next year. From an £830k deficit before Christmas the government settlement included a continuation of the New Homes Bonus which provided WODC with a £1.6m surplus for general reserves. As the future looks bleak expenditure will be tight this next year and the replacement cost for bin lorries is looming. The fleet is diesel and to replace with the same would cost £3m – to replace with electric vehicles will cost £9m.

**16. CORRESPONDENCE.**

A resident has complained about the additional seat on The Hill. After discussion, Council unanimously agreed that the seat should remain where it is.

**17. COMMITTEE REPORTS**

**Planning.**

22/00274/LBC. 184 The Hill. No objection.

22/00135/FUL. Vicks Garage. Council had objections to the following points:

- a) the removal of the historic boundary wall.
- b) if the garden was not added and used for parking, this would remove the necessity for reversing in or coming out of the property on to a busy road which leads to the main car park.
- c) The height of the building should not exceed that of facing properties.
- d) The break in the wall to provide access via steps – safer access is available along the front of the property.

22/00237/HHD. 6 Somerville Place. No objection.

22/00160/HHD. 30 Lower High Street. No objection.

22/00339/FUL. Burford House Church Lane. No objection.

22/00425/HHD. The Threshing Barn, Signet Hill. No objection.

22/00507/HHD. Barley Lane Shilton Road. (waiting for comments)

22/00340/FUL. 81 High Street. The north facing windows should all be timber. It is essential that space be allocated to the rear of the building and not on the High Street for bins. The position of the necessary extraction is unclear and due consideration must be given to neighbours.

Planning Notice. There is a proposed development notice, land east of Barns Lane that Greystoke c/o an agent has applied to WODC to construct a residential development of up to 141 assisted extra care residential units and up to 32 affordable housing units. Council believes this is a step required by Greystoke prior to lodging an appeal against the refusal of their earlier planning application. Council will consider obtaining professional help in opposing the appeal which will be expensive should this go ahead. Cllr White agreed to contact the Planning Officer at WODC to

ask for advice in getting representation.

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### **Recreation Ground.**

Replacement trees will be planted near to the site where the beech tree has been removed. These will probably be silver birch.

A crab apple tree will be planted on the Rec in memory of Brian Swanson donated by Mrs Conlon. The Horticultural Society are also planting a tree.

Airwave, the radio communications provider have asked permission to pollard two tall trees on the east side of Tanners Lane since they are in the line of sight for a transmission dish. Council agreed. Cllr Triggs will liase with them regarding access onto the Recreation Ground.

The steel container for housing the football team's mower should be in place by April.

**Pavilion.** Quotations awaited for the repairs/refurbishment to the front timber of the Pavilion.

**Environment.** Concern was shown over the untidy site in Priory Lane of the Cotswold Arms' bins and barrels. This has become unsightly. The Council will ask then proprietor to consider better storage.

**Cemetery.** The Cemetery is in good order. Some drystone walls have collapsed. David Buckland will rebuild these.

**Traffic.** Cllr Higgs, White, Hugo Ashton & Ken Gray will follow up the next steps regarding a TRO for 18 tonnes HGVs and keep up the pressure.

The Co-op are liaising with OCC to raise a TRO for parking bays to assist with unloading. Letters will be sent to neighbouring properties. BTC supports this application.

**BEAP. (Burford Emergency Action Plan)** This needs updating, Cllr Cohen is contacting all relevant parties for the necessary information.

### **18. ANY OTHER BUSINESS.**

**Service to Burford medals.** Nominations are coming in and Council will decide at the next meeting who will receive a medal.

### **14. CHARITY MATTERS.**

Goodman Nash have submitted a challenge to the Valuation Office Agency's (VOA) Decision not to reduce the Rateable Value (RV) of the Cemetery. The challenge makes the case for reducing the RV on many factors for the Cemetery. The VOA have up to 18 months to respond. If there is no agreement a hearing at a tribunal can be requested.



