

**Minutes of the Burford Town Council meeting held on
Wednesday 1 June 2022 at 7pm**

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 Rushton, Cllr P Bruce, Cllr H Ashton, Cllr N Field-Johnson, Maggie Andrews – Clerk, John Yeatman – RFO. PCSO Darryn Moulding, Mr J Blackburn.
The Mayor welcomed everyone to the meeting.

Mr Blackburn spoke on behalf of Shilton Road residents regarding the poor state of the grass verges. He reported that John Exley (OCC) has so far taken a stance that work is progressing well. He is not pressing Lioncourt for the remedial work agreed but appears to have defected to a specification for Highway verges rather than residential verges. The residents are appreciative of BTC's support and a site meeting will be convened in due course. Mr Blackburn added that if OCC step away from their responsibilities to enforce Lioncourt to meet their obligations, they will be coming back to BTC to seek assistance on ways to generate funding to reach an acceptable conclusion.

PCSO Moulding alerted us to the latest issues concerning Burford.

Motor Homes appear to be parking in the main car park, often taking up more than one space and sometimes parking overnight He was concerned this may lead to criminal damage. The car park is advertised as 'free' making the car park easily accessible to travelers. He therefore suggested a height barrier could be installed. This will be a matter for WODC if Council decide to pursue the matter.

High Street/Church Lane junction. At peak times this is quite dangerous to pedestrians; he suggested a one-way system and will send a letter to the Council in support of this suggestion.

Crime statistics for Burford is low. There have been some collisions due to traffic flow. Shop lifting has increased slightly.

Big Issue sellers. If they have a legitimate license and ID then street trading is acceptable. If not, the Police will remove the offenders. It is noted that we only have one person selling the Big Issue.

Vandalism is occurring at the Rec with tree supports being removed and thrown into resident's gardens. Darryn will patrol more often and install our night cameras.

1. MINUTES. Resolved: that the minutes of the Council meeting held on 11 May 2022 be approved as a correct record and signed by the Mayor.

2. MATTERS ARISING FROM THE MINUTES.

Jubilee street party. Road closure signs to be installed the night before the event. Everything else is in hand.

Thames Water-rabbits. There is a Government website setting out procedures. The matter is being pursued through several avenues.

Cotswold Arms. Council will investigate whether it is legal for this business to keep large bins and barrels on the Highway. Further discussion required.

Whitehill/speed limit. Proposal to reduce the limit from the A40 (which at present is 60mph,) to 30mph before entering the 20mph into Witney Street. Council agreed to commence the procedure with OCC.

3. APOLOGIES FOR ABSENCE.

Apologies were noted from Cllr White & Cllr Craven.

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 Rushton - Recreation Ground

Cllr Taubenheim – Pavilion & Planning

Cllr Cohen – BEAP.

Cllr Higgs declared an interest regarding reimbursement payment for Street party sundries £11.98

5. CLLR FIELD-JOHNSON REPORT.

The full report was circulated to all Councillors. Conservatives call for greater focus on towns and villages.

Unauthorised vegan meals being served at all council catered events. It was however agreed the vegan diet was only imposed on councillors at full Council meetings 6 or 7 times a year and on the general public at civic events. The matter is currently being investigated.

Traveler sites. Labour Councillor Susanna Pressel has been elected as the new Chair of OCC. She is to visit traveler sites as she believes they are the most under-represented communities in our society.

Anti-car measures in Oxford. Roadblocks were set up by OCC as part of a new low traffic neighbourhood (LTN) scheme in East Oxford. Residents are concerned that LTNs benefit one area at the expense of another simply shifting traffic and pollution rather than reducing it. A Public consultation is open seeking residents' views.

[Letstalk.oxfordshire.gov.uk/east-oxford-ltns-2022.](http://Letstalk.oxfordshire.gov.uk/east-oxford-ltns-2022)

Carbon emissions. OCC's cabinet has approved plans which they hope to see OCC corporate carbon emissions cut over the next three years.

£10.4 million award. OCC has been awarded funding from the third phase of the government's active travel fund. The grant will support infrastructure investment including the delivery of improvements to Witney High Street and Oxford Garsington Road.

6. CLLR ASHTON REPORT.

Cllr Ashton reported on the political balance within the district. Conservatives hold 20 seats, Lib-Dems 15, Labour 9, Greens 2. This has led to the formation of the West Oxfordshire Alliance which together have 26 seats.

Julian Cooper (Lib-Dem) was elected Chairman, Andy Graham (Lib-Dem) was elected Leader and Duncan Enright (Labour) was elected Deputy Leader.

Andy & Duncan are also OCC Councillors with Duncan in charge of the transport brief. He was the decision maker who revoked the Burford HGV weight limit but is very keen on implementing a workable area-based limit in due course. Cllr Ashton has been appointed to the Uplands Planning Committee, the Development Control Committee, the Climate & Environment Overview & Scrutiny Committee and the Finance & Management Overview Scrutiny Committee.

Cllr Ashton then left the meeting.

7. OTHER MATTERS FOR DISCUSSION

High Street Furniture. Because of some restrictions to pedestrians on footpaths Council decided to ask WODC for advice on the matter. This will be discussed at next months' council meeting.

Warwick Hall. The Mayor met with the Rev Tom Putt to discuss issues raised at the Town Meeting and to gain an understanding of the situation from his point of view. Heating. The ground source heating has failed; the plan is to replace the ground source with air source which is incompatible with the internal heating system. They hope work will be completed by October.

The audio-visual system was never designed to live webcast. However, the church has spent £30,000 to install a complete live webcast system in the church. This is available to users who need the facility when using the church.

Charges. These need to be reviewed.

The Mayor felt that there is still no overall strategy for how to run the hall. It is run by the manager and the PCC. Both Tom and Peter felt BTC could not help other than gently lobbying for change where it is needed for the community.

8. MAYORS REPORT

The Mayor met with Cllr. Duncan Enright and has formally requested OCC to consider a 7.5 Tonne weight limit for Barns Lane, Pytt's Lane, Swan Lane, Windrush Close, Guildenford and Church Lane.

He visited Tom Putt to discuss the issues raised at the Town Meeting concerning problems with the Warwick Hall to gain an understanding of the situation from his point of view. He have issued notes on the meeting.

Together with Cllr Taubeheim he presented all the Primary School Children with the Burford Town Council Jubilee Commemoration Pen and Pencil set, giving out flyers inviting them all to the Jubilee street party in Priory Lane on 5th June.

9. TREASURER'S REPORT

The Annual Governance and Accountability Return (AGAR) has been submitted to Moore auditors.

The period of inspection by the public is scheduled to start on 6 June.

Accounts and finance information has been posted on the BTC website.

June payments:

WODC Tolsey business rates	207. 00
WODC Cemetery business rates	125. 00
Mrs M Andrews	1033. 50
Mr D Buckland	1291. 29
J Yeatman	334. 40
HMRC PAYE	580. 07
Nest Pension	69. 78
Anna Grotex cleaning services	100. 00

Systems & Solutions (Bytesafe)	20.00
BT business bill	65.14
McCracken & Son	TBC
Margaret Johnson	9.59
Hickman Bros	149.96
Ricoh UK	39.92
C & J Fire Protection	158.72
Freuds Bazaar Jubilee printing	459.60
Chinnick Theatre street party	244.80
Petty Cash	50.00
Castle Water Rec	23.87
Castle Water Tolsey (in credit)	15.16
P Higgs reimbursement	79.99
J Yeatman reimbursement	39.99
P Higgs reimbursement Street party	11.98
Linda Petra reimbursement HM Queen books	50.00
D Cohen reimbursement Street party	174.77
<u>Tolsey Charity payments:-</u>	
Ecclesiastical Insurance (Tolsey)	1574.29

The above were approved and passed for payment.

10. SHILTON ROAD

It has been suggested that white gates be installed at the south end of Shilton Road at the 30mph sign. BTC will investigate the cost but in principal agreed.

11. CORRESPONDENCE.

Correspondence has been received from a resident in Priory Lane with concerns about the proposed Co-op loading bay. All comments have been noted and are on file.

12. COMMITTEE REPORTS

Planning.

22/01172/HHD. 5 Shilton Road. Proposed single storey rear extension.

No objection.

22/01220/HHD.22/01221 LBC. 40 Witney Street. External & internal alterations to existing house; construction of an oak framed outbuilding to rear of site.

Council felt that the proposed building is of excessive height and mass and unsuitable for the location proposed. It is our opinion that it will affect the neighbours to the south and is incongruous to the listed building and the historic environment. On the past application, WODC have been very protective of this building and site which we also support.

22/01270/HHD. Whitehill Farm. Construction of pitched roof to replace existing flat roof. No objection.

22/01221/HHD. 29 Sheep Street. Construction of detached garden shed. No objection.

22/01059/LBC. 22/01058/FUL. 124 High Street. Internal alterations to form new layout. New external window to rear elevation. No objection.

Recreation Ground.

The proposed future plan and landscape design document for the recreation ground will need careful consideration and discussion at the July council meeting. Concern was shown over several issues including car parking, too many trees, skate park possibly being noisy.

Council confirmed their decision that Westfield should not be used for football pitches.

An allotment holder has asked for trees shading their plot be cut back. Nick Dalby will be informed for his comments.

The matter of hardstanding at the entrance to Westfield was raised again; Council decided not to pursue this.

Clanfield football club. Discussions are required concerning the lease after the football club requested a long lease. A meeting will be convened between all concerned i.e. Cllrs White, Taubenheim. Higgs, Rushton. David Buckland, John McLaughlin. Action Cllr Rushton.

Cllr Rushton will look at dates for a Rec committee meeting and circulate.

ROSPA. A playground inspection is due to take place in July.

Pavilion. The Burford Festival are hosting a Family Fun Day on 18 June. The Church youth club are holding a rounders match and picnic on the 10 July.

The toilets have been refurbished.

Environment. It was noted that Cottsway are not cutting all the grass in the Frethern Close area.

It has been noted that a large husky dog has been off the lead in the town which is possibly dangerous. The matter has been referred to the Environmental Regulatory Services (ERS).

Cemetery. A date of the next Committee meeting will be advised shortly. It is essential that David Buckland is included in any future tidy up sessions.

Traffic. No report.

BEAP. (Burford Emergency Action Plan) The final document is now ready to be sent to PCSO Moulding.

13. ANY OTHER BUSINESS.

Cllr Bruce will submit a report from OCC on all work carried out so far regarding Fix my Street issues.

The Bonfire night may go ahead this year. More information to follow.

Cllr Taubenheim reported that Ben Tuffor is now the Chamber of Trade's chairman.

14. CHARITY MATTERS

The Tolsey and Thomas Collier 2021/22 accounts have been independently checked by Frank Triggs.

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