

**Minutes of the Burford Town Council meeting held on
Wednesday 5 October 2022 at 7pm**

Present: Cllr P Higgs – Mayor, Cllr M Taubenheim, Cllr J Tunnell Westmacott, Cllr D Cotterill, Cllr S Lofthouse, Cllr D Cohen, Cllr S Palmer, Cllr J Rushton, Cllr P Bruce, Cllr J White, Cllr H Ashton. Maggie Andrews – Clerk, John Yeatman – RFO.
Mr K Morris.

Mr Morris spoke on behalf of Mr Histon regarding the bench on The Hill.

1. MINUTES. Resolved: that the minutes of the Council meeting held on 7 September 2022 be approved as a correct record and signed by the Mayor.

2. MATTERS ARISING FROM THE MINUTES.

Cotswold Arms. The matter will now be reported to OCC Highways & WODC Street Scene. It is noted that Pavement licenses are now due for application.

Central Oxfordshire Travel Plan survey. Councillors were asked to respond to this survey individually.

Local Plan. Cllr Ashton welcomed a round-the-table discussion so that he could lobby for what we want for Burford; then to have an open discussion with WODC. The draft Local Plan may not be available by the end of next year. One issue is to not allow sites to be allocated in Burford for major development.

Bench on The Hill. After discussion it was decided to re-site the bench in question. TVP will follow the matter up as requested by BTC.

3. APOLOGIES FOR ABSENCE.

Apologies were noted from Cllrs Craven & 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 Higgs - Finance

Cllr Tunnell-Westmacott – Cemetery & Environment.

Cllr Rushton - Recreation Ground.

Cllr Cohen – BEAP.

Cllr Taubenheim – Pavilion.

Cllr White - Traffic

5. CLLR FIELD-JOHNSON REPORT.

The full report was circulated to all Councillors and is available on request.

It covered the encouragement of public transport use however the buses serving Brize Norton have been reduced. No consultation and no chance was available to review this decision.

OCC have spent £30,000 on structure in front of County Hall to understand the impact of plants on air quality in the vicinity.

Complaints against OCC were up by 60% in the last year. 64 complaints or enquiries were made about OCC in the year up to March – up to 40 the year before, a 60% increase since the new administration took over.

Cllr Field-Johnson is progressing the matter of the dropped kerb on Barns Lane.

If the Ombudsman finds the council has acted in an unfair or unjust way, the Ombudsman will offer recommendations on how to make things right.

6. CLLR ASHTON REPORT.

The report was circulated to all Councillors; the full report is available upon request.

Cllr Ashton attended a Cabinet meeting held in Charlbury approving taxi fare rise, a briefing on renewable energy from Local Energy Oxfordshire, Roadnight Taylor and Southhill Community Energy.

He also attended a Financer & Management oversight & Scrutiny Committee with review of Procurement & Contract Management strategy, Terms of reference for Treasury Management support and the trials and tribulations of the leisure centre coping with rising costs and falling patronage. He attended the Climate & Environment & Oversight & Scrutiny Committee which included items on Climate Action Plan, Ubico bin collections, and a presentation by Richard Aylard of Thames Water. Their target is to reduce the duration of spills by 80% by 2030. Cllr Ashton suggested lobbying the EA to get TW to put phosphorus strippers in at Bourton-on-the-Water.

Discussion took place over Tourism and information. Several avenues are open to us, and Cllr Cotterill will investigate. It was noted that several brochures currently on offer have out-of-date information.

Cllr Ashton commented on Cllr Field-Johnson's report – '64 complaints or enquiries were made to the Ombudsman in the year up to March – up to 40 the year, up by 60% before'.

Cllr Ashton noted that on the Ombudsman website it pointed out that data from 2021/22 was low because the Ombudsman was closed for three months in that period, and if one looked back a year, 16 complaints were upheld in 2019/20 compared to 14 in 2021/22.

7. OTHER MATTERS FOR DISCUSSION

Burford Bridge. Repairs will be carried out in the Spring 2023. James Wright at OCC has bene given the go-ahead by us to implement the bollard solution to protect the pedestrian way over the bridge, subject to costs. We await a quotation.

Cotswold Gateway Hotel. W22/01130/PRMMY. 216 The Hill. Minor Application to vary the layout. No objection.

Waste Bin charges. The cost for emptying a bin is £8.37 per week for bins on Council land making a total annual cost for our Town £3481.92. The cost to be introduced April 2023.

These additional costs will have to built into our annual budget setting process.

Whitehill speed survey. OCC will combine various TRO's (Traffic Regulation Orders) to include the reduction of the speed limit from the A40 at 60mph to 40mph before the 20mph signs in Witney Street. The recent survey indicated a new formal limit of 40mph. . There will be an informal consultation in The Bridge magazine to gauge local opinion.

Salt Cross Garden Village Consultation. The District has published for consultation a draft Salt Cross Garden Village Action Plan, a planned new community to the north of the A40 near Eynsham. The consultation closes Friday 4 November 2022.

Potenza Picena visit. A successful visit took place from Burford Town Councillors. It was noted that we no longer share as much with the twinned town as we did when it was established however there are still some residents who might like to visit but these would probably be arranged privately in future

Priory Lane coach park. A recent accident at the Priory Gates has shown that coaches parking and turning has become an issue. Coaches are far longer than the parking areas allow for.

We are suggesting that the coach spaces are moved east perhaps 3-4 metres away from the Priory Wall to leave room for a turning area. Discussion required between James Wright at OCC and the Council.

8. MAYORS REPORT

Following the death of Queen Elizabeth II Cllr Higgs attended a service of reflection at St John the Baptist Church together with the Mayoress and other Councillors.

He visited Potenza Picena with a group of Councillors at their own expense.

He met the Mayor & the chairman of the Council who gave a tour of the town. Thanks were given to Cllr Cotterill for organising the successful trip.

9. TREASURER'S REPORT

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

The 2nd half of the precept has been received. A VAT reclaim has been submitted for the 1st half of 2022/23 for £8524.58. The offer from Avia to settle property damage by travellers for £1850 less excess has been accepted.

BTC Payments.

D Buckland petrol costs	25.02
ICO Data protection license (HGV)	35.00
WODC business rates – Tolsey	207.00
WODC business rates – Cemetery	125.00
Mrs M Andrews	900.65
Mr D Buckland	1321.10
J Yeatman	486.40
HMRC PAYE	529.84
Nest Pension	69.78
Anna Grotex cleaning services	100.00
Systems & Solutions (Bytesafe)	20.00
BT business bill	70.44
McCracken & Son	1087.20
A K Timms	175.69
Ubico dog bin emptying	50.05
WODC trade waste	858.00
OCC Witney Street survey	228.00
Petty Cash	50.00
Castle Water Rec	40.61
NTG Fencing	2220.00
J Yeatman reimbursement (Sherpa barrow)	720.99

Charity payments.

P Meeham Tosley clock repairs	125.00
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The above were approved and passed for payment.

10. SHILTON ROAD

Two new street lights are not yet working and two old light need removing.

The question of dead trees on the new Cotswold Gate has been raised. WODC are taking this up with the developer.

11. CORRESPONDENCE. A resident has asked if the waste bin outside 79 Witney Street can be removed and re-sited onto a verge instead of the footpath. This is a matter for WODC. Cllr Ashton has taken up the case.

12. COMMITTEE REPORTS

Planning.

22/02470/FUL. 1 Bury Barn Cottages. Subdivision of existing property to create two dwellings. No objection.

22/02484/S73. Tansley Farm. Replacement dwelling and associated landscaping works. No objection.

22/02515/HHD. 19 Windrush Close. Installation of external flu. Council recommends the flu be of black colour – no further objection.

22/02474./HHD. Paddocks, Barns Lane. Construction of detached loggia & double car port and alterations to existing vehicular access. The council had no objection to the loggia, car port or driveway extension.

22/02545/HHD. 141B The Hill. Replacement shed/summer house. No objection.

22.01635/HHD. 38 Tanners Lane. Additional dormer windows conversion of integral garage and fenestration works. No objection.

Recreation Ground.

Cllr Rushton circulated her report. Matters arising:

The recent working party was successful cutting back, general tidy, filling rabbit holes and work to the pre-school/scout garden area. A bench will be replaced in a north-facing position kindly donated by Mr N Barraclough.

The question of an additional bin by the teen shelter was raised. Further discussion required because this will be expensive after new waste bin charges are being set by WODC.

We await details from the Football club regarding a lease.

Several complaints have been received again about dog faeces being left on the football pitches. The clubs have to clear this up before they can play. A notice will be put in The Bridge magazine asking dog owners to be more responsible and mindful of the dangers to players and children.

Contact with other football clubs show that we appear to be under-charging for the use of the ground and facilities.

The RoSPA report for the play area flagged up a few issues on play equipment. Most of which were deemed low risk.

Responses have been received from the scouts, primary school, boarding house and others regarding the survey put forward for information and ideas for the proposed new play area.

A sub-committee will be set up purely for the purposes of the playground project.

A resident has asked for access onto the Recreation Ground for landscaping works to their property. Council refused this request.

It has been noticed that a grey van has been going across the grounds to unload shopping to a property backing onto the Rec. This requires further investigation.

Pavilion. New locks with new keys have been installed to the toilets. A smart meter is to be installed at the Pavilion.

Environment. Apart from the ongoing weeding the town looks tidy and well kept.

Overgrown hedges at some points in Frethern Close are making pedestrian access to paths difficult. David Buckland will be asked to trim back hedges where possible.

The poor state of pavements has been reported to OCC

Cemetery. A post and rail fence has been erected along the inner part of the driveway wall by the owner of the adjoining field to deter horses and cattle from rubbing against the cemetery wall which, on several occasions has resulted in extensive repairs.

Traffic. The informal consultation on making Church Lane one way has now been reported to OCC. If they agree to our proposal there will be a formal consultation which will be combined with the public consultation on imposing an HGV limit on Barns Lane & Tanner Lane.

Cllr Bruce circulated his report and an update on potholes, damaged slip roads and general maintenance problems.

He reported that bus services after October 2022 have been extended to March 2023 with a £2 cap on a single journey.

Cllr Bruce is following up on electric car charging points for Burford.

BEAP. (Burford Emergency Action Plan) This is being updated.

13. ANY OTHER BUSINESS

Cllr Taubenheim has proposed further box ball planters possibly by the seat outside Reavleys and one at the side of the Tolsey. Council agreed.

The Fire service have confirmed that the white lines at the junctions of Swan Lane and Barns Lane should remain as they are.

Concern has been raised about a leaning wall in Sheep Street. It has been difficult to determine whose responsibility this is.

Comments were mooted regarding bonfire night and potential smoke blowing across the A40 making it difficult for motorists. The weather forecast will be closely watched and TVP advised should there be potential problems.

The Council would like to see some progress between the Chamber of Trade and BTC regarding ongoing arrangements. Cllr Taubenheim to investigate the current situation.

The defibrillator outside the Stone Gallery has had a software upgrade.

14. CHARITY MATTERS

Cllr Cohen, on behalf of the Museum committee asked if a new notice board could be attached to the existing site which would then match their new signage. Council agreed.

The RFO circulated the Tolsey account balances and reconciliation papers.

