

**Minutes of the Burford Town Council meeting held on
Wednesday 2 November 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 J Craven, Cllr H Ashton. Maggie Andrews – Clerk.

1. MINUTES. Resolved: that the minutes of the Council meeting held on 5 October 2022 be approved as a correct record and signed by the Mayor.

2. MATTERS ARISING FROM THE MINUTES.

Cotswold Arms. No further information as yet from either OCC or WODC Street Scene. The Licensing department at WODC are due to visit all businesses.

Local Plan. Cllr Ashton asked if Councillors could let him know our views as to what issues need to be emphasized in the update of the Local Plan. Perhaps suggestions could be available for the December Council meeting; he would then collate them for discussion.

Bench on The Hill. We await responses from the consultation which is in the November issue of The Bridge.

Coach Park. The Mayor met James Wright from OCC on site to consider a refiguration of coach parking spaces. He will let us have the original plan to enable further discussion. It was noted that the planning application for an additional entrance to the Priory, which is at the coach parking site has possibly expired.

Witney Street bin. Cllr Ashton to chase.

Chamber of Trade. A meeting has been convened and they have a new website. The Christmas lights on The Hill will be erected as usual but there is no specific Christmas event this year.

Church Lane one-way. After discussion it was felt this change had not received support and created further traffic risk, so Council agreed not to go ahead. However pedestrian management still requires some improvement.

3. APOLOGIES FOR ABSENCE.

Apologies were noted from Cllr Field - Johnson. John Yeatman RFO.

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. Reimbursement Firework night costs in the sum of £40.00

Cllr Taubenheim – Pavilion.

Cllr White - Traffic

5. CLLR FIELD-JOHNSON REPORT.

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

Thames Water is still dumping raw sewage into our rivers. During the first heavy rain for months, the water company started releasing sewage from the Witney treatment works.

There was also a release from the Oxford sewage treatment works.

WASP has said that ‘ many rivers are still very low and TW is still applying for drought orders to take even more water from aquifers, yet there is only one place that untreated sewage is going when the effects of 33 years of under investment mean that far too much rainwater still gets into the sewers and overwhelms inadequate sewage works – into our depleted rivers, and nationally our coastal waters as well’.

War on motorists in Oxford. A wide range of initiatives are either in place or are being consulted upon. Zero Emission Zone (ZEE) – non electric cars are charged or fined if they enter the area. Low Traffic Neighbourhoods (LTNs) – through traffic is blocked from certain areas. Traffic filters – the city is to be split into four sectors and cars without permits will be unable to travel directly from one sector to another. Controlled Parking Zones (CPZ)– cars without permits are fined if they park in certain areas. Workplace Parking Levy (WPL) – businesses are to be taxed if they provide parking spaces for employees. While understanding that traffic is a huge issue in Oxford, one wonders whether this is overkill - there is concern about the amount of Council time and money being devoted to Oxford in comparison to towns and villages.

Government’s investment zones invite. The OCC coalition has written a formal letter to the Secretary of State for Levelling Up to explain why OCC has decided not to bid to be involved in Whitehall’s investment zones initiative.

6. CLLR ASHTON REPORT.

The report was circulated to all Councillors.

Local Plan. Suggestions for the plan included HGVs affecting properties on the High Street, increase the capacity of our car park and support electric car parking spaces & better public transport. General policies for the District – protecting alignment for a future Carterton-Oxford railway, strengthening sustainability requirements e.g. for new housing, keeping the pressure on Thames Water to clean up its act, adopt policies to discourage second home ownership and getting Air B & Bs to pay their way.

Car parking. Cllrs Higgs & Ashton met virtually the cabinet member for Environment and the responsible officers to discuss car parking issues. The following points were noted:-

- a) potential expansion of Guildenford to north-east would need to meet environmental flood plain objections.
- b) a height restriction would be costly, impractical on terms of positioning and impossible to make tamper proof while capable of being opened.
- c) blocked drain reported to Property Maintenance.
- d) enforcement of 12-hour parking is impracticable but a 4-hour limit would be more enforceable and could increase churn, with residents/employment permits – discussion required
- e) on street enforcement is apparently taking place but only weekly random visits.

Windrush pollution update. Cllr Ashton met with WASP to discuss approach to EA on nitrate/phosphate intensity in the Windrush. They recommended undertaking a survey of water quality from upstream of Bourton to Widford with volunteers and have put forward an application to the Festival for part-funding.

Full Council Meeting. Motion to support the Climate & Ecology Bill and urge Robert Courts to do the same. Passed despite opposition votes against.

Presentation of Cost of Living Support activities including leaflet for distribution and launch of Communities Activities Grant Scheme.

Cost of Living leaflets are available at the Tolsey Council Office, Burford Library, the Warwick Hall and local churches. The leaflet will be reproduced in the December edition of The Bridge magazine.

7. WHAT SHOULD HOUSE BUILDERS PROVIDE IN WEST OXFORDSHIRE

Councillors put forward several comments including money for schools and surgeries, pollution filters for the Windrush, funds for warm spaces, canter parking, penguin crossing by the Catholic Church on The Hill. All new builds should have installation and double glazing to a higher standard than is required at present. Solar panels or ground source heat pumps should be standard. Affordable housing within new estates should be truly affordable and a larger requirement for social housing. Councillors were asked to provide data for Cllr Ashton.

8. OTHER MATTERS FOR DISCUSION

Burford Bridge. James Wright at OCC has been given the go-ahead by us to implement the bollard solution to protect the pedestrian way over the bridge. OCC have agreed to finance this. OCC have been urged to remove the fallen stone which is still in the river and restore it for repairing the bridge, it is of historic value. Cllr Cotterill agreed to prepare the necessary application for Listed Building Consent.

Remembrance Sunday. The road closure application has been submitted. All plans are in hand.

Tourism. The leaflets in store are somewhat out of date but still have useful information. It was suggested they be given to hotels and local business. Cllr Cotterill will ask WODC if they would produce a new leaflet.

Council meetings. It was agreed that through the winter months the monthly Council meeting would commence at 6.30pm.

9. MAYORS REPORT

The Mayor & Deputy Mayor met with Matthew Underwood, the Commercial Director of Lioncourt Homes to view the Cotswold Gate play area after the RosPA inspection. A few repairs which have been programmed, need to be completed. Lioncourt plan to hand over the site to BTC in early November for the price of £1. Matthew agreed that then Lioncourt will pay BTC the agreed "LEAP Commuted Sum" as per the S106 agreement from November 2016.

Cllrs Taubenheim & Higgs met with Trevor Baylis from Stagecoach, Sally Hunt from the Primary School & Jonathan Boyce of Freuds to review the coach parking arrangements in Priory Lane.

Cllrs Cotterill & Higgs met with Paton Developments manager regarding the complaints received from neighbours about the noise and bad language at the Bull development. They appear to have taken the complaints seriously and will install on site three cameras with audio for both security (after a recent break-in) and to monitor the noise and language.

Cllr Higgs attended the Cotswold Tourism drop-in at the Highway, along with Cllrs Cotterill and Ashton.

10. TREASURER'S REPORT

The VAT reclaim for the first half of 2022/23 has been re-submitted. The draft budget is being prepared for the finance meeting on 16th November at 6.30pm.

BTC Payments.

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|------------------------------|---------|
| SSE (Pavilion) | 162. 47 |
| SSE (Tolsey) | 680. 29 |
| WODC business rates – Tolsey | 207. 00 |

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|---------------------------------------|----------|
| WODC business rates – Cemetery | 125. 00 |
| Mrs M Andrews | 972. 70 |
| Mr D Buckland | 1321. 10 |
| J Yeatman | 552. 90 |
| HMRC PAYE | 574. 64 |
| Nest Pension | 69. 78 |
| Anna Grotex cleaning services | 100. 00 |
| Systems & Solutions (Bytesafe) | 20. 00 |
| BT business bill | 71. 08 |
| McCracken & Son | 1087. 20 |
| Margaret Johnson | 70. 18 |
| OALC Training course | 66. 00 |
| Petty Cash | 50. 00 |
| Castle Water Rec | 40. 61 |
| D Cohen reimbursement Bonfire costs | 40. 00 |
| D Buckland reimbursement petrol costs | 30. 01 |
| <u>Tolsey Charity payments.</u> | |
| Pyrotec Services Fire alarm costs | 290. 40 |

The above were approved and passed for payment.

11. SHILTON ROAD REPORT

There is no further news in progressing the late installation of a dropped kerb in Barns Lane which is the responsibility of OCC.

The redundant street lights in Shilton Road have finally been removed. OCC have arranged for the non-working new street lights to be properly installed.

The verges on the western side of Shilton Road have had topsoil added and grass seeded. The road requires cleaning and the gutters are blocked in places with mud.

We are looking into the possibility of a bus shelter installed near Burford Garden Co opposite the Cotswold Gate which was thought to be part of the S106 agreement.

We are hopeful the play area will be transferred to BTC and opened in November. Cllr Higgs will ensure the necessary repairs have first been fully carried out.

12. CORRESPONDENCE. None.

13. COMMITTEE REPORTS

Planning.

22/02785/HHD. 22/02786/LBC. 21 Witney Street. Erection of single storey in-fill extension, conversion of exiting outbuilding, create new kitchen. Internal alterations.

The Council felt that the east facing windows on the new courtyard construction will cause light pollution to numbers 23 & 25 and so we object suggesting that re-designing is required.

22/0202654/HHD. Fysshers Croft, Church Green. Erection of detached garden outbuilding. No objection.

Recreation Ground.

Cllr Rushton circulated her report.

General matters. The Pre-school are enjoying their new garden area.

The matter of litter around the teen shelter was raised with the Head of the Sixth Form.

The trees at the boundary of the allotments and Tanners Lane have yet to be cut back.

Football. Much discussion took place regarding the condition of the pitches, the license and future fees. These matters are ongoing and will be discussed further at the next Recreation Ground committee on Monday 14th November.

New Playground project. Some points raised from the online survey included improved access i.e. path, activities for children with special needs, wider range of equipment for all ages, re-site away from trees.

Equipment requests included a zip wire, trampolines, climbing equipment, gym equipment, basket ball area, nest swing.

The project needs costing and grants will be sought.

Council ratified the play area committee:- Cllrs Rushton, Craven, Tunnell-Westmacott. Lucy Staveley, Lynne Agg & Clare Silvester.

McCrackens have offered to inspect the play area – the Clerk will obtain a quotation.

Pavilion. Nothing to report.

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

McCrackens have agreed to cut areas of grass in Frethern Close which have been neglected.

Cemetery. General maintenance continues to be carried out by David Buckland.

Traffic. The Bridge. Information has been noted under item 8. Cllr Field-Johnson has offered a contribution of £5000 in total - £3500 towards signage and £1500 towards the bridge.

A 7.5 tonne limit is Barns Lane, Tanners Lane, Pytts Lane and Guildenford is proposed. We await quotes for signage. The TRO (Traffic Regulation Orders) will cost approximately £3500. It has been noted that double yellow lines need extending to outside number 10

Guildenford. Cars parked on the corner cause an obstruction at the entrance to the car park.

40mph limit from Whitehill, additional 20mph signs. These three issues could be added to the TRO's.

Church Lane. Noted under item 2.

BEAP. (Burford Emergency Action Plan) No report.

OTHER REPORTS. Cllr Bruce reported that we have signed up for 'Social Media & Digital Communications'. Hopefully this will enable us to become better engaged with the local community. He continues to spot & report potholes, street lamps not working, blocked drains, missing bins, road markings etc. around Burford.

Cllr Craven attended a review of 'Tree Autumn Convacation' held at Charlbury Community Centre on topics related to trees and their importance to the environment. Points emanating from the review stated that each parish should have 40,000 trees on approximately 75

hectares of land. Treescape - is an organisation that can guide and advise local community

action groups. Forestry Commission - has funds for landowners and the urban tree challenge.

The Queens Green Canopy has been extended until March 2023. The garden tree giveaway is an initiative that Lucy Staveley is driving forwards – anyone can apply for three free trees.

14. ANY OTHER BUSINESS

Several Councillors will attend a thanksgiving service at the Methodist Church on 20 November at 3.00pm.

It has been noted that dual waste bins should be a certain distance away from benches. The clerk will investigate.

It was noted that ram rods in front of what was Orvis have been removed.

The epicormic growth to trees in Witney Street is still causing problems at various junctions. This will again be reported to OCC.

Letters of thanks will be sent to Hickmans & Smurfitts for their help in making the bonfire night event a huge success.

Cllr Ashton mentioned his concerns regarding the gabions in the car park and flooding.

Investigations are still being carried out regarding the use of herbicides.

Burford school have asked if they could display a banner on Westfield advertising their open days. Council were in agreement.

The Burford Civic Carol service and will be held in the parish Church on 4 December at 3.30pm followed by a reception in the Warwick Hall. All are welcome.

15. CHARITY MATTERS

The fire alarm system maintenance contract has been renewed. The next inspection will be November 2022.

Saturday Charities. After discussion it was agreed to increase payments to £25 per session for National and outside charities. Local charities will remain at £15.

