

**Minutes of the Burford Town Council meeting held on
Wednesday 01 February 2023 at 6.30pm**

Present: Cllr P Higgs – Mayor, Cllr M Taubenheim, Cllr D Cotterill, Cllr D Cohen, Cllr J Rushton, Cllr P Bruce, Cllr J White, Cllr J Craven, WODC Cllr H Ashton.
John Yeatman RFO, Mr R Burnside (Resident)

1. MINUTES. Resolved: that the minutes of the Council meeting held on 11 January 2023 be approved as a correct record and signed by the Mayor.

2. MATTERS ARISING FROM THE MINUTES.

Cotswold Arms. The Mayor & Deputy Mayor will visit the landlord to discuss further.

Coach park. The Mayor to draw up proposed plan and put this to OCC for their input and comment.

Church Lane pedestrian management. Cllr Ashton presented a map of proposed markings, he will forward it to James Wright at OCC for evaluation.

Shilton Road Play Park. Cllr Higgs will contact McCrackens to ascertain if they can undertake ROSPA inspections.

Guildenford car park Cllr Cotterill has received a licence from WODC to allow the anti-flood boards to be installed on the gabion bale posts

Salt & Grit bin Barns Lane/A40 Needs reviewing as the size of bin would be bigger than anticipated

Burford Bridge Cllr Ashton reported that the OCC bridge team will not be cleaning the stonework due to erosion concerns, the uneven pedestrian surface report has been passed to the major works team.

Business Name – Shilton Road Care home The suggested name, 'The Thomas Cheatle Care Home' has been submitted along with the reasoning to support it.

3. APOLOGIES FOR ABSENCE.

Apologies were noted from Cllr J Tunnell Westmacott, Cllr S Lofthouse, Cllr S Palmer, OCC Cllr Nicholas Field Johnson and Mrs. M Andrews Clerk.

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.

A general OCC report had been circulated in advance of the meeting, with details of:-
OCC receiving an unexpectedly generous Local Government settlement towards their 2023/24 budget.

OCC spending £152,000 on 20mph scheme advertising.

Plan to split Oxford into four sectors for traffic management schemes.

Oxford LTNS being removed for repair.

OCC cabinet approving continued stadium discussion with Oxford United FC.

Cllr Ashton commented that all 20mph schemes had been requested by their local council, and the Oxford split into four sectors requires more clarification than in the report.

6. CLLR ASHTON REPORT.

Cllr Ashton circulated copies of the 'Voice', a WODC update on all their activities. Council Tax is due to increase by 2.9% in 2023/24, garden waste collection licences will increase to £45.

He circulated details of Housing stock in WODC and Burford Ward, analysis shows that homes not full time occupied are 4% in WODC and 20% in Burford, resulting in a considerable reduction in council tax receipts for the district.

He has been in contact with solicitors dealing with the property (in trust) adjoining 121 High Street. Following water damage, a full structural survey had been completed.

7. OTHER MATTERS FOR DISCUSSION

Coronation plans Suggestions included a tea party on Coronation Day with a live screening of the ceremony, or a community lunch on the bank holiday weekend. Cllr Higgs will check the availability of Warwick Hall and the Church on the 6th May 2023.

Amanda Handley is seeking a meeting of all interested parties to promote Burford as a destination for trade and culture, Cllrs M Taubenheim, J Craven and D Cotterill offered to attend.

Land East of Barns Lane Cllr White reported that the WODC officers report recommends refusal. Some of the information in the consultation report is incorrect, it shows no comment from the local council and comments received as 100 when there are over 200 to date.

The judicial review of the appeal decision has been abandoned by Greystoke Land Ltd.

8. MAYORS REPORT

No formal report.

9. TREASURER'S REPORT

The RFO had submitted an OCC Councillor priority grant application for £2500 towards 40mph signage in Witney Street, supported by Cllr Field-Johnson.

BTC Payments.

SSE (Tolsey)	857.70
Smiths Bletchington (Rec car park)	846.46
ACD Pest Control	36.00
Mrs M Andrews	957.50
Mr D Buckland	1326.76
J Yeatman	395.20
HMRC PAYE	513.08
Nest Pension	69.78
Anna Grotex cleaning services	100.00
Systems & Solutions (Bytesafe)	20.00
BT business bill	69.70
AK Timms	134.89
D Buckland (Reimburse petrol)	30.06
Castle Water Rec	40.61

The above were passed for payment.

10. SHILTON ROAD REPORT

Our solicitor has asked for BTC to ask WODC for the commuted sum indexed linked.

WODC has responded

LEAP commuted sum = £71,916 index-linked

The contribution is subject to index using the BCIS all in tender price index from the quarter period immediately preceding the date of the agreement (3rd quarter 2016 = 281) to the quarter period when the contribution falls due (1st quarter 2023 = 368)

LEAP commuted sum £71,916 x 368/281 = **£94,181.81**

This is the sum BTC will receive when the property transfer is completed
BTC had previously agreed to fit white gates by the 30mph signs on the Shilton Road entrance to Burford. This will be done after 01/04/2023.

11. CORRESPONDENCE. None...

12. COMMITTEE REPORTS

Planning.

22/03210/HHD 208 The Hill. BTC has written to WODC to withdraw their objection.
23/00002/OUT 15 Shilton Road. Strong objection to exit on to A40. Please note that a dropped kerb is not a pedestrian crossing.

22/02785/HHD & 22/02786/LBC 21 Witney Street. A strong objection on the following grounds:-

Serious change in format to an historic Burgage Plot, both walls that are proposed for an increase in height are part of the listed property and should not be altered.

There is concern from neighbours on both sides that light pollution will be severe.

It is also a concern of this council that it is over development of a small historic listed plot.
23/00035/LBC. Burford Bridge. Proposal to delineate the carriageway and pedestrian way across the bridge with reboundable bollards set into the carriageway. BTC strongly support this application.

Recreation Ground.

Cllr Rushton circulated a comprehensive report.

Rabbits

OxPest are (weather permitting) gassing along the Tanner's Lane boundary on Feb 2nd. They have held off gassing in the copse area in case we decided to use ferreting instead.

ACD pest control did a site visit March 17th Report is attached. Not an easy site to ferret due to the wall. Despite the report, they have quoted for ferreting; £225 plus VAT for the area by the A40 wall. £450 for that area plus the copse. 3 visits recommended. Shooting is their preferred method (lamping) see attached. The council approved one ferreting session along the A40 wall, further sessions will be in the 2023/24 financial year.

Football

Football licence is not signed yet but hope to receive it any day. Club have responded to say they will be staying but with reduced numbers. Half the teams are moving to a new venue to lessen the load on our pitches. They advise that licence will be signed asap.

Existing Playground

inspection took place with David Buckland. He already has forms which he used in the past for regular inspections. I have asked him if he would re-start these inspections, using the forms so there is a record. David also said that using the forms gives him a written list of maintenance tasks. It was approved that David does the regular inspections.

New playground project

Kompan hope to have initial plans to us by Jan 27th. All Out Play and Wicksteed by Feb 3rd.
Cllr Craven doing Due Diligence checks on the three companies.

Slightly behind schedule since we can't start applying for funding until we have agreed plans and costs. Cllr Craven is amending the timetable.

Winning playground designs from children's competition have been chosen. Cllr Craven producing certificates for all participants. Cllr Rushton to distribute certificates to relevant organisations. It was also suggested that we could visit the school to give out certificates during an assembly.

Committee would like to show initial plans and competition entries at the ECO day on March 18th – a soft launch to gauge public opinion and to maintain interest and motivation. If

acceptable to BTC, Cllr Rushton will write to parents to invite them to view. We are also looking for companies who could quote to build a path to access the site. Clare is putting together ideas for crowdfunding. Lucy has a contact we hope might help with this.

Bowls Club

Members of the bowls club spent a day digging through tarmac and compacted ground to create drainage channels in the car park, and re-filling with flint. This should alleviate the flooding problems. We are extremely grateful to the club members who gave up their free time to do this.

Cllr Tunnell Westmacott met the late Nora Thomas’s son Martin, they walked the rec and have agreed a suitable spot to plant a Rowan tree in memory of Nora.

Pavilion. Nothing to report.

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

Cemetery. All in order.

Traffic. The consultation for the 7.5T Weight Limit, 40mph in Witney Street and 20mph sign entering Barns Lane has commenced, it closes on Friday 24th February 2024

The pedestrian refuge signage by the Catholic Church has been damaged and needs replacing.

BEAP. (Burford Emergency Action Plan) Nothing to report.

OTHER REPORTS.

A report from Cllr P Bruce had been circulated in advance of the meeting

Social Media Presence The “Social Media BTC and Digital Communications” course in December was very useful.

We are still getting very few hits in the site.

Pothole Spotting

We have had the following feedback from OCC on the issues discussed during our last meeting:-

Item	Problem	Response
1	New crack in the pavement outside the Prince of Burford on the Hill	OCC will monitor, but I will continue to check the width of the crack which is approx. 5m x 1cm. <i>Note: As this is being monitored by OCC, I will no longer see any updates or plans for doing this work</i>
2	Potholes outside Burford on Shilton Road just beyond the Burford Signs	Ticket closed as these were already reported by someone else. I do not have sight of the other ticket or response from OCC, but will follow up on the closed ticket I raised.
3	Burford Bridge pedestrian walkway, poor surface forcing prams onto the highway	This is to be scheduled by OCC for major works. I suggest that we need to keep this in mind for any further exchanges regarding work on Burford Bridge
4	Dead Tree on Tanners Lane	Tree has been cut down, leaving a stump of approx.. 1m high. OCC have commented that they do not own this land and will therefore not

		tend to the trees in this area.
5	Pothole on the carpark bridge	No response from OCC so far, but they may well be in contact with the responsible authority - WODC
6	Potholes on the southbound carriageway just outside Lawrence Lane.	Initial responses was "To be monitored" but this was re-reported and has been scheduled to be fixed within 28 days.

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1st Burford Scout Group. Cllr Taubenheim reported that 46 cubs and scouts attend the group, there are no Beavers due to lack of leaders. Four car boot sales are planned for 2023, weather dependent.

14. ANY OTHER BUSINESS

Cllr Taubenheim has disposed of the Xmas tree from the Methodist Chapel, and some metal waste from the recreation ground.

Cllr Ashton reported WODC will be monitoring usage of the car park using an ANPR camera to determine stay length and occupancy rates.

Cllr Cotterill reported that a water leak in Guildenford had been partially fixed by Thames Water, but water is still percolating through the tarmac, he will report again.

Cllr White advised that the wall of Chevrons in Swan Lane is falling in.

Cllr Higgs advised that the lighting team had used the warmest colour LED available on Stone Gallery and was the best they could do. The flag rope on the Tolsey will be repaired soon.

15. CHARITY MATTERS. None