

**Minutes of the Burford Town Council meeting held on
Wednesday 1 March 2023 at 6.30pm**

Present: Cllr P Higgs – Mayor, Cllr M Taubenheim – Deputy Mayor, Cllr J Tunnell Westmacott, Cllr D Cotterill, Cllr D Cohen, Cllr S Palmer, Cllr J Rushton, Cllr J White, Cllr J Craven, John Yeatman RFO, Maggie Andrews – Clerk.

1. MINUTES. Resolved: that the minutes of the Council meeting held on 1 February 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 the area of untidiness in Priory Lane.

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

Church Lane pedestrian management. This will be followed up with OCC.

Cotswold Play area. The matter is still with the Solicitors.

Coronation Plans. The Mayor had met with Tom Putt and confirmed the Warwick Hall has been booked for Saturday 6 May. A big screen will be erected and residents who wish to watch the Coronation in the Warwick Hall are welcome. Refreshments will be available. A small committee will be set up between the Council & the Church to discuss further plans. Sunday the 7th will be the big lunch day. It is hoped the Chamber of Trade will get involved with displaying bunting. Cllr Cohen to investigate having a proclamation, possibly on Church Green. Further details as they develop will be on the Council's website. Councillors Taubenheim, Palmer & Westmacott agreed to represent the Council. The Clerk will advise Tom Putt.

Amanda Hanley. A meeting was held at the Warwick Hall to discuss and develop some strategy across the town ensuring that everyone is 'connected' and promoting Burford with a view to increasing the footfall by putting on various and regular events. The meeting was well attended by local businesses, commercial and residential, BTC, Chamber of Trade, WODC as well as other local and interested parties. The matter of parking was raised and so the Mayor will discuss this further with Will Barton, Business Manager at WODC, who also attended the meeting.

3. APOLOGIES FOR ABSENCE.

Apologies were noted from Cllrs Bruce, Ashton, Lofthouse, 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. Also to receive reimbursement for Rec signage in the sum of £12.68.

Cllr Cohen – BEAP.

Cllr Taubenheim – Pavilion.

Cllr White – Traffic.

5. CLLR FIELD-JOHNSON REPORT.

This report was circulated to all Councillors. It included information on the Council Tax rise by 5%. Some of the expenditure items that should be challenged are:

£6.5m on Oxford traffic filters, £3.0m on tree planting, £0.5m pedestrianising Broad Street in Oxford, £173k repairing Oxford Low Traffic neighbourhood barriers, £152k advertising 20mph campaign, £30k on 'Living Wall' in Council car park, £5k on vegan lunches in County Hall.

Home to School Transport. OCC were bombarded by parents and pupils alarmed by the administration's decision to withdraw 'Home To School Spare Seats Scheme' in certain areas.

Oxford Traffic Filters. An appeal to raise funds to mount a legal challenge to Oxford's traffic filters has raised £50,000 of its £80,000 goal, in three months. The key grounds for the legal action relate to deficient consultation process, non-disclosure of data to support traffic filters within reasonable timeframes and, the group believes an absence of impact assessments prior to making the decision or, if any impact assessments have been made, to make this publicly available. Thousands of people joined a protest in Oxford against measures where roads are shut off to stop motorists driving through.

20mph hour programme. An Oxfordshire bus company has claimed OCC's 20mph programme will negatively impact bus journey times.

Ongoing support for Ukraine. The Council alongside health and voluntary and community sector partners formed a dedicated working partnership to enable a joined-up response to government's Homes for Ukraine scheme launched in March 2022. This partnership has evolved to work collectively to support all refugees and those seeking asylum in the county and will keep supporting Ukrainian guests, and their hosts as the war continues.

6. CLLR ASHTON REPORT.

Cllr Ashton attended and spoke at the licensing committee for the Bull & Highway and had previously reported to Councillors.

He also attended a full Council meeting on 15 February at which the budget for next year was approved.

He has joined a small sub-committee to review the emerging District car parking strategy.

7. OTHER MATTERS FOR DISCUSISON

Car Park extension. In discussion, more information to follow.

BUSWT – approval of Trustee. It was agreed that Cedric Reavley who was a co-opted member of the Charity become a member since Peter Harris has stepped down.

Coles Field designation. Discussion took place regarding developing a Neighbourhood Plan to protect Local Green Spaces in Burford. There are other areas for consideration but to start the process would take time and a lot of work. In principle Councillors were in agreement and that we should take this step by step but to start the process. It was suggested we might involve the BEAgles group and raise this at the Eco day on 18 March.

New salt bin. All agreed to purchase an additional bin at the top of Barns Lane.

Annual review of adopted policies. The RFO circulated all documents which are regularly reviewed. They have therefore been updated; there are two items in abeyance, a) the completion of the BEAP document (Burford Emergency Action Plan) and b) BTC's action plan. Councillors agreed to adopt the reviewed policies.

Town Annual Plan.

Council also agreed to adopt the Town Council's plan for 2023/24:

To manage BTC's responsibilities in the town with agreed budgets.

To work with OCC to agree a freight and logistics strategy for Burford & West Oxfordshire, to agree an HGV weight limit through Burford.

To agree the improvements to and raise funding required for the Recreation Ground and the Play Area which the community would like to see for the future and to install them.

To investigate any further possibilities for car parks in Burford with WODC and local landowners.

To co-ordinate the King's coronation celebrations in the town.

To investigate developing Neighbourhood Plan to protect Local Green Spaces on Burford.

To oppose inappropriate development.

EcoDay 18 March. This will be held in the Warwick Hall organized by BEAG (Burford Environmental Action Group). Council agreed for a banner to be erected on the Tolsey advertising the event.

8. MAYORS REPORT

The Mayor attended Amada Hanley's event along with several Councillors.

He met with Andrew Butcher and Hugo Ashton to discuss the installation of a bridge over the millstream from the car park. He arranged to meet with Tom Putt regarding the Coronation plans. This has already been covered under matters arising.

9. TREASURER'S REPORT

A donation of £252.94 has been received from Burford & District Society to pay for the printing of the Colesfield letter distributed to all residents.

An OCC CPF grant of £2500 has been received from Cllr Field-Johnson toward the 40mph signage in Witney Street.

Our Business Rates retrieval specialists, Goodman Nash, advise they are close to reaching an agreements with the Valuation Office Agency for a reduction in the Rateable Value for the Burford/Upton Cemetery.

Burford Town Bowls Club have accepted the proposal to pay a reduced subscription of £20 and pay their water charges from meter readings supplied by the RFO. This arrangement will commence from 1 April 2023. Tim Stacey is seeking a quotation from Thames Water to supply their own metered water connection in Tanners Lane. He advised there is a 90 day lead time for queries.

Burford Bonfire & Fireworks Fund of £8,579.05 has been handed to BTC to act as custodian.

For account purposes this is being treated as a donation. It will be kept ring-fenced in Reserves. The RFO will liaise with the Firework committee for all receipts and payments.

Jayne Lewis has kindly offered to continue producing the annual Fireworks accounts.

March payments for approval.

5A's Tool and plant hire (Rec car park)	144.84
SSE Pavilion	140.43
Mrs Andrews reimburse printer ink	37.99
J Yeatman reimburse Ramco keys (allotment gate)	79.90
J Yeatman reimburse defibrillator pads	65.97
WODC Business rates – Cemetery	00.00
WODC Business rates Tolsey	00.00
Mrs M Andrews	942.50
Mr D Buckland	1326.76
J Yeatman	501.60
HMRC PAYE	532.86
Nest Pension	69.78
Anna Grotex cleaning services	100.00
Systems & Solutions (Bytesafe)	20.00
BT business bill	68.82
Margaret Johnson	85.40

Hickman Bros	TBC
Ricoh UK photocopier rental	39. 92
Oxpest (Recreation Ground rabbit control)	340. 00
CPRE annual membership	60. 00
Petty Cash	20. 00
Castle Water Rec	40. 61
J Rushton reimbursement (signage Rec gate)	12. 68

The above was approved and passed for payment.

10. SHILTON ROAD REPORT

There has been no further progress on either the Bus Shelters or the dropped kerb in Barns Lane. The legal transfer of the Cotswold Gate play area is still with Solicitors, but Lioncourt have now opened the play park.

11. CORRESPONDENCE.

A letter has been received from a resident reporting an accident in Sheep Street at the side of the Tolley building. A resident tripped over a large stone which we believe to be an old mill stone. He fell into the road which caused several nasty injuries which meant he needed to go to A & E for extensive treatment. After discussion Councillors decided to have a PIR light installed as soon as possible. It was noted this is the first incident as far as we know where someone has tripped over the said stone.

A meeting has been convened by WODC on 8 March at 6pm at Woodgreen on climate and ecology emergency, having made a pledge to become a carbon-neutral council by 2030. This meeting will be attend by Councillors Bruce & Higgs.

12. COMMITTEE REPORTS

Planning.

23/00039/HHD & 23/00040 LBC. Riverside House. No objection

23/000242/FUL. Land south of Swan Lane. No objection.

23/00292/HHD. Littlecote, Church Lane. No objection.

23/00035/LBC. Street Record Lower High Street Burford. The solution of bollards has been rejected by Historic England, therefore the Listed Building Application has been withdrawn. OCC will seek a better solution.

23/00144/PRMMV. The Old Bull Variation of Premises License. No objection.

A resident has shown concern regarding internal work being carried out at Burford House Hotel. There appears to be no planning notice. Investigation required.

Recreation Ground.

Cllr Rushton circulated her report.

Rabbits. Control continues.

Football. The lease has been signed and we await to see what future events are planned.

Existing playground. A quotation has been received for spare parts for the climbing apparatus and rotator. In abeyance.

New Playground project. All three designs have been received and circulated. Further discussion required. Once plans and costs have been agreed we can apply for funding. The designs will be displayed at the Eco day on 18 March in the Warwick Hall to gain feedback.

Bowls Club. The Bowls club have agreed to pay for their own water charges, as reported under Treasurer's report.

General. Investigation required into the two septic tanks serving the Pavilion, Bowls Club & Scouts. Some clay pipes appear broken. The tank used by the Scouts/Bowls club is full and

due for emptying. Cllr Taubenheim to liaise with the Scout Group.
Page 984

Pavilion. Nothing to report.

Environment. It has been noted that the Bay Tree waste bins are untidy from time to time. Cllr Westmacott will keep observing the area.

Cemetery. General maintenance continues to be carried out by David Buckland and all is in order. It has been noted that the water supply is very low in pressure.

Traffic. A proposal has been put forward for a Zebra crossing on The Hill by the Catholic Church.

OCC have said this is feasible but there would need to be funding from BTC. Depending on their budget it may be possible to match fund, 50% - 50%. We will ask Cllr Field-Johnson if he could contribute to this proposal. More information to follow.

BEAP. (Burford Emergency Action Plan) The finished plan is imminent.

OTHER REPORTS. None

13. ANY OTHER BUSINESS.

The West Oxon address management have asked the Council for their preferred name for the Care home at Forest Grove which is currently under construction. Councillors agreed they preferred Cotswold Gate Care Home. We await their comments.

14. CHARITY MATTERS

The Tolsey electric meter has been replaced with a Smart Meter.
The next Fire alarm maintenance check is due 6 March.

