



Full Council
Meeting of Burford Town Council Meeting
Wednesday 7th August 2024, 7pm
Council Chamber, The Tolsey, 126 High Street, Burford

To members of the Full Council – Cllr P. Higgs, Cllr J. Craven, Cllr M. Taubenheim, Cllr S. Palmer, Cllr J. Rushton, Cllr J. Tunnell-Westmacott, Cllr P. Bruce, Cllr J. White, Cllr D. Cotterill, Cllr C. Silvester.

You are hereby summoned to attend the above meeting held at the Council Chamber, Burford, for the transaction of the business stated in the agenda below.

ADMISSION TO MEETINGS

All Council meetings are open to the public and press unless otherwise stated.

Public participation will be held during the formal meeting. Please email the Clerk at town.clerk@burford-tc.gov.uk if you wish to attend. Signed *C. Edgar Hiatt*, Town Clerk 31.07.2024.

AGENDA

- 1. APOLOGIES FOR ABSENCE**
Councillors who are unable to attend the meeting should notify the clerk prior to the meeting, stating the reason for absence.
- 2. DECLARATIONS OF INTERESTS**
Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct.
- 3. MINUTES**
To approve and adopt the minutes of the council meeting held on 3rd July 2024 in accordance with Standing Order 12.
- 4. PUBLIC PARTICIPATION**
The meeting will adjourn for this item.
Members of the public may speak for a maximum of 3 minutes each during the period of public participation.
- 5. OXFORDSHIRE COUNTY COUNCIL REPORT**
To receive a report from Burford's County Councillor, Cllr Field-Johnson, from Oxfordshire County Council.
- 6. WEST OXFORDSHIRE DISTRICT COUNCIL REPORT**
To receive a report from Burford's Ward Councillor, Cllr Ashton, from West Oxfordshire District Council.
- 7. MINUTES AND REPORTS OF COMMITTEES**
To receive and Note the Resolutions in the minutes of the meetings held below and agree the recommendations therein.
 - a) **Climate Change Committee** – 24 July 2024
 - b) **Planning Committee** – 10 July 2024To receive further reports from the following committees.
 - c) **Recreation Ground Committee**
 - d) **Environmental Committee**
 - e) **Cemetery Committee**
 - f) **Traffic Committee**
- 8. APPOINTMENT OF MEMBERS TO COMMITTEES**
To appoint new member to Climate Change Committee.

- 9. 121 HIGH STREET (Minutes Ref. July 24 24.52)**
To receive a verbal update on WODC's action in regard to the dilapidated building.
- 10. WODC LOCAL PLAN & CONSULTATION (Minutes Ref. July 24 24.53)**
Subject to agreement of report from Planning Committee meeting 10 July 2024 – agree in principle to the submission of Burford's planning recommendations to WODC Local Plan consultation.

The report attached to agenda.
- 11. PAVILION, RECREATION GROUND (Minute Ref. July 24 24.54)**
To receive an update on the safety of the building, with a motion to close the building to the public.
A further motion will be put forward on holding a resident survey.
- 12. BONFIRE AND FIREWORKS EVENT, 5TH NOVEMBER, 6PM (Minute Ref. July 24 24.55)**
To receive a verbal update from the Clerk on the event planning.
To agree the fireworks payment.
- 13. LAND REGISTRY (Minute Ref. July 24 24.56)**
To receive an update on the council's land registry applications.
To receive an update on unregistered land.
- 14. S137 DONATIONS (Minute Ref. July 24 24.57)**
To approve council's new Grant Giving Policy.
- 15. OCC BUS STOP REQUEST**
To decide if council will respond to OCC's request for bus stop marking.
- 16. DISABILITY ACCESS, MEETINGS**
To discuss ways in which full council meetings can be made more accessible.
- 17. TRO FOR TOWN**
To discuss and approve the TRO and process of payment for signage.
- 18. MAYOR'S CIVIC REPORT**
To receive a report from the Mayor on civic engagement and activities.
- 19. CLERK & RESPONSIBLE FINANCIAL OFFICER REPORT**
To receive and consider the report of the Town Clerk/RFO.
To adopt new Financial Regulations 2024.
To approve additional bank signatories as recommended in the updated council's Financial Regulations.
To approve the valuation of regalia (Cheatle Collection).
To approve the change of meeting date to 11th September 2024.
To review and approve bus stop repaint and maintenance, A40.
- 20. HEALTH & SAFETY**
To receive a verbal update on health and safety issues, if appropriate.
To receive a Risk Report for Project Pavilion.
- 21. CORRESPONDENCE**
To receive and note any correspondence.
- 22. CO-OPTION OF NEW MEMBER COUNCILLOR**
- 23. QUESTIONS TO THE CHAIR OF THE COUNCIL**
Questions to the chair concerning the business of the council.
- 24. SEALING OF DOCUMENTS**
To receive details of documents sealed by the council, if applicable.

C. Edgar Hiatt

Town Clerk

