



*(Meeting 19<sup>th</sup> May 2008 scanned March 2009)*

At the Council Meeting held, pursuant to notice on Monday 19<sup>th</sup> May 2008 at 7.15 pm in the Council Chamber, the Town Hall, the following members were present: -

Cllr. Mrs. G.M. Burrows, Town Mayor Cllr.  
C.J. Butterworth  
Cllr. Mrs. E. Coles  
Cllr. M. Dixon  
Cllr. R.LI. Evans  
Cllr. J.J. Grantham  
Cllr. Mrs. J.M. Graves  
Cllr. K.R. Greenwell  
Cllr. P.M. Jarratt  
Cllr. Mrs. S.J. Wilkes  
Cllr. Mrs. H.J. Williams  
Cllr. Ms. K. Withers

Officer: The Town Clerk

5168 The Town Mayor, Cllr. Mrs. G.M. Burrows took the chair and opened the meeting by welcoming Councillors and all other persons present.

5169 The Mayor gave a resume of the Council's activities during the past year and thanked the Council for the chance to enjoy such experiences.

5170 The Mayor invited nominations for the office of Mayor for the Municipal Year 2008/9.

5171 Cllr. Mrs. J.M. Graves moved that Cllr. P.M. Jarratt be elected Mayor of Chipping Norton for the Municipal Year 2008/9.

5172 Cllr. R.LI. Evans seconded the motion.

5173 The Mayor asked if there were any other nominations.

5174 A unanimous vote was taken of all favour of Cllr. P.M. Jarratt to become Mayor of Chipping Norton for the Municipal Year 2008/9.

5175 Cllr. Mrs. J.M. Graves and Cllr. R.LI. Evans moved from their seats and conducted Cllr. P.M. Jarratt to the side of the table where the Declaration of Office was made.

5176 The retiring Mayor, the Mayor's Sergeant, The Town Clerk, the newly elected Mayor, Cllr. Mrs. J.M. Graves and Cllr. R.LI. Evans retired to the landing area.

1177 After robing, the Mayor re-entered accompanied by the Mayor's Sergeant, the Town Clerk, the proposer and the seconder.

1178 Cllr. Mrs. J.M. Graves and Cllr. R.LI. Evans conducted the Mayor to the chair and invested him with the Chain of Office. The proposer and seconder resumed their seats amongst the Council and spoke on the Mayor's election.

- 5179 The Mayor made a speech in response to his election and stated it was a great honour to have been elected Mayor of Chipping Norton.
- 5180 Cllr. J.J. Grantham moved a vote of thanks on behalf of the Council to the retiring Mayor and retiring Deputy Mayor.
- 5181 The retiring Mayor, Cllr. Mrs. G.M. Burrows thanked Cllr. J.J. Grantham for his kind words and for recalling some of her elements of her time as Mayor.
- 5182 The Mayor asked for a nomination for Deputy Mayor for the Municipal Year 2008/9.
- 5183 Cllr M. Dixon proposed Cllr. K. Greenwell as Deputy Mayor for the Municipal Year 2008/9 and called for a seconder.
- 5184 Gift. Mrs. K. Withers seconded the motion.
- 5185 The Council voted all in favour of Cllr. K. Greenwell as Deputy Mayor for the Municipal Year 2008/9.
- 5186 The Mayor invested the new Deputy Mayor, Cllr. K. Greenwell with the Badge of Office.
- 5187 Cllr. C. Butterworth moved a vote of thanks on behalf of the Council to the retiring Consort.
- 5188 Cllr. R.LI. Evans replied to the vote of thanks.
- 5189 The Mayor called upon the retiring Consort, Cllr.LI. Evans to welcome the new Mayoress, Mrs. June Jarratt.
- 5190 The minutes of the meeting held on the 21<sup>st</sup> April 2008  
The minutes of the meeting held on the 21<sup>st</sup> April 2008 were amended as follows: -  
  
Page 2164 — Minute 5184  
Amend second paragraph, second line down from advisory route to advisory lorry route.
- 5191 The minutes of the Extra-ordinary Council Meeting held on the 7th May 2008  
The minutes of the meeting held on the 7<sup>th</sup> May 2008 were confirmed by the meeting and signed by the Mayor.
- 5192 Public Participation  
There were no requests for public participation.
- 5193 Apologies for absence  
Apologies for absence had been received from Cllfs. G. Alcock, P.A. Lake, J. Osmond and G Watkins.
- 5194 Declarations of Interest  
Cllr. Mrs. J.M. Graves declared an interest in the planning application received for the Baptist Church as she was a neiahhour.

5195 Mayoral Announcements

The Mayor referred to the report circulated with the minutes entitled "Mayoral Announcements May 2008."

5196 Planning

(a) Applications Received

Council decided to make the observations set out under the heading "comments" on Appendix B 19<sup>th</sup> May 2008 in respect of applications.

(b) Decisions

There were no decisions to report.

5197 The Town Clerks Report

Accounts

Council approved the following payments: -

(a) Imprest Account for April 2008: £6423.15

(b) General Account: Accounts for payment as at 19<sup>th</sup> May 2008: £12,702.18 (c)

Correspondence Received from: -

ACE Centre

An invitation had been received to a re-launch of the ACE Children's Centre in Chipping Norton on Friday 4<sup>th</sup> July 2008 10 00 am to 12.00 pm.

Chipping Norton Golf Club Driving Range

A request for CNTC to send a letter of support for a grant application had been received from C/N Golf Club to enable them to offer more sporting opportunities in the area.

5198 Sealing of Documents

The Council authorised the use of the Council's seal on the following documents: -

(1) Extension to ten years on the lease agreement with the Field Reeves

(2) Lease agreement for land off Cornish Road — playing field

(3) Grant document of stints to Honorary Citizens Drs. Bruce & Sheila Parker

5199 Honorary Citizens

The Council awarded Honorary Citizen awards to Drs. Bruce & Sheila Parker.



## CHIPPING NORTON TOWN COUNCIL

At the Council Meeting held, pursuant to notice on Monday 16<sup>th</sup> June 2008 at 7.15 pm in the Council Chamber, the Town Hall, the following members were present: -

Cllr. M. Jarratt, Town Mayor  
 Cllr. G. Alcock  
 Cllr. Mrs. G.M. Burrows  
 Cllr. C.J. Butterworth  
 Cllr. Mrs. E. Coles  
 Cllr. M. Dixon  
 Cllr. R.LI. Evans  
 Cllr. J.J. Grantham  
 Cllr. Mrs. J.M. Graves  
 Cllr. K.R. Greenwell  
 Cllr. P.A. Lake  
 Cllr. G.T. Watkins  
 Cllr. Mrs. S.J. Wilkes  
 Cllr. Mrs. H.J. Williams  
 Cllr. Ms. K. Withers

Officer : The Town Clerk

The Mayor opened the meeting and welcomed everyone in attendance.

Cllr. Jarratt was sorry to hear of the resignation of Mr. J. Osmond after a year on the Town Council.

5200 The minutes of the meeting held on the 19<sup>th</sup> May 2008

The minutes of the meeting held on the 19<sup>th</sup> May 2008 were approved.

5201 Public Participation

No requests had been received for public participation.

5202 Apologies for Absence

Apologies for absence had been received from WODC Cllr. P. McHugh.

5203 Declarations of Interest

Cllr. M. Dixon declared an interest in the planning application 3444 – Jaffe & Neale bookshop & Café.

5204 Mayoral Announcements

The Mayor referred to the report circulated with the minutes entitled “Mayoral Announcements May 2008.” Cllr. Jarratt stated that it had been a great honour to carry out the Honorary Citizenship’s to Bruce and Sheila Parker.

5205 Oxfordshire County Council

**County Cllr. Mrs. Biles** was absent at the meeting.

5206 West Oxfordshire District Council

**Cllr. Mrs. E. Coles reported** on the following issues: -

Air Quality Management

Cllr. Mrs. E. Coles had re-enforced that a weight restriction was needed in Chipping Norton.

Fixed Penalties

WODC were discussing issuing fixed penalty notices to people leaving rubbish, abandoning vehicles and fly tipping.

Commercial Cardboard Waste

Witney market are having their commercial cardboard waste collected by WODC.

Cllr. Mrs. Coles is trying to get the same service for Chipping Norton. WODC are looking at the contracts to improve this service in the future.

Disposal of Paint Tins

Dean Pitt are not allowed to accept liquid paint in tins. They were only taking dried up paint.

**Cllr. R. Townley reported** on the following issues: -

Ambulance Service

A meeting with the Ambulance Trust was held on 21.5.08. West Oxfordshire Overview and Scrutiny Committee would be reporting back to the Economic Committee on 18.9.08.

Mr. Townley indicated that he would keep the Town Council informed on any development with the ambulance service.

Housing Survey

A housing survey was to be carried out, this would identify the housing needs in the District. No big housing sites were planned at the moment for the town.

C/N Hospital

The PCT have agreed the final documentation, this will now allow the developers on site from September 2008. The build should take approximately twelve to eighteen months to complete.

Affordable Housing

WODC were discussing affordable housing, it was unfortunate that it was 50/50 if four houses were to be built then there would be two affordable houses.

Cllr. Mrs. G. Burrows indicated that people needed to be encouraged to fill in the housing survey this would be a way to find out if there was a need for affordable housing in the town.

5207 Planning(a) The Minutes of the Planning Committee

Council received the minutes of the Planning Committee held on 27<sup>th</sup> May 2008.

(b) Applications Received

Council decided to make the observations set out under the heading "comments" on Appendix B 16<sup>th</sup> June 2008 in respect of applications 3437 – 3444.

(c) Decisions

There were no decisions to report.

(d) Update from the Planning Working Party

Cllr. Mrs. G. Burrows stated that the planning working party had written to Andria Young, Barry Norton and Andrew Tucker letting them know that there was interest in obtaining the hospital building for the youth/community of the town.

A tri-partite meeting between Town Council, District Council and County Council was required to discuss the economic development of the town.

A meeting with Louise Chapman, WODC and County Council officers was also required.

5208 The Town Clerks ReportAccounts

Council approved the following payments: -

(a) Imprest Account for May 2008: £6,504.83

(b) General Account: Accounts for payment as at 16<sup>th</sup> June 2008: £9,499.24

(c) Correspondence Received from: -

Mr. J. Osmond

A letter of resignation from Town Councillor had been received from Mr. J. Osmond.

Correspondence had now been received from Mr. K. Butler, WODC indicating that over ten signatures had been received and an election date had been set for Thursday 7<sup>th</sup> August 2008

#### Cotswold AONB

A Spring 08 newsletter had been received from the Cotswold AONB.

#### South East England Regional Assembly

A copy of a consultation document and questionnaire had been received on changes proposed to how to calculate the amount of land-won aggregates (sand, gravel and crushed rock) that each Minerals Planning Authority was expected to provide.

#### OALC AGM

At the OALC AGM it had been reported that in the future Council's would be able to display planning applications on computers. Funding would be made available to Council's who took part in this procedure.

#### Tree Preservation Order

The recent planning application received for the development of the burgage plots included the removal of the Holm Oak tree.

Town Council agreed to apply for a tree preservation order on the Holm Oak tree.

#### Temporary Road Closure

A temporary road closure notice had been received for the road between Rock Hill and London Road on 3<sup>rd</sup> July 2008 so that resurfacing works could be carried out.

#### CCTV

Bill Oddy had asked if the Town Council would like to proceed with the CCTV project.

A meeting at Witney Police Station was to be arranged for Town Councillors to see CCTV in operation.

#### NCH – Penhurst School

A request had been received from Penhurst School asking permission to use the New Street Recreation Ground for a car park on 26<sup>th</sup> September 2008, as they would be holding a conference on the day.

#### Thames Valley Police Authority

An invitation had been received for a Town Councillor to attend a police consultation on 21<sup>st</sup> July 2008 to be held at Oxford Belfry Hotel, Milton Common, near Thame at 6.00 p.m.

The consultation process would give people attending the chance to give their views and concerns about crime and community safety issues that have a direct impact on them and their local community.

#### Review of Subsidised Bus Services – C/N and Charlbury area consultation

Comments and ideas were requested from OCC for the consultation which was being carried out on local bus services. Comments were to be in by Friday 4<sup>th</sup> July 2008.

#### Burgage Plots, C/N

Copies of letters had been received from the English Heritage and Professor David Watkins expressing their concerns with the proposals being put forward for development on the Burgage Plots in C/N.

Town Councillors wished to endorse the letters and express their concerns with Jon Westerman, Planning Officer at WODC.

5209 The Recreation & Greystones Committee

Council received the minutes of The Recreation & Greystones Committee meeting held on 27<sup>th</sup> May 2008. An insertion was to be made on page two of an estimate which had been received from Trevor Stewart to carry out the next stage of work on Walterbush Road play area and Cotswold Crescent play area.

5210 Committees and Other Bodies

The Committees and Other Bodies were updated as per Appendix C attached to these minutes.

5211 Sealing of Document

Council authorised the sealing of the Grant of Right of Way document for C/N Rugby Club.

5212 Dispensing Services at Local Doctor's Surgeries

Town Councillors discussed the removal of dispensing services distributed from local doctor's Surgeries and decided that a letter should be sent to the Secretary of State for Health stating that the Town Council objected to the removal of this service.

**At 9.30 pm Council resolved that in view of the nature on the business to be transacted, it was advisable in the public interest that the public and press be temporarily excluded and they were requested to withdraw.**

5213 Blue Plaque

Town Councillors voted all in favour of the position for the Blue Plaque to be installed on the side of the War Memorial in Rock Hill.

The Mayor thanked Cllr. J.J. Grantham for organising where the Blue Plaque could be positioned on the War Memorial. The Mayor indicated to Town Councillors that the Blue Plaque unveiling would be one of the last events for Sir Hugo Brunner as Lord Lieutenant for Oxfordshire. Town Councillors all agreed that a print of Chipping Norton should be presented to Hugo Brunner for all the work he had put into Oxfordshire and Chipping Norton over the past years.

The meeting closed at 10.10 pm.



CHIPPING NORTON TOWN COUNCIL

At the Council Meeting held, pursuant to notice on Monday 21<sup>st</sup> July 2008 at 7.15 pm in the Council Chamber, the Town Hall, the following members were present: -

Cllr. M. Jarratt, Town Mayor  
 Cllr. G. Alcock  
 Cllr. Mrs. G.M. Burrows  
 Cllr. C.J. Butterworth  
 Cllr. M. Dixon  
 Cllr. R.LI. Evans  
 Cllr. J.J. Grantham  
 Cllr. Mrs. J.M. Graves  
 Cllr. K.R. Greenwell  
 Cllr. P.A. Lake  
 Cllr. G.T. Watkins  
 Cllr. Mrs. S.J. Wilkes  
 Cllr. Mrs. H.J. Williams  
 Cllr. Ms. K. Withers

Officer : The Town Clerk

The Mayor opened the meeting welcomed everyone in attendance.

5214 The minutes of the meeting held on the 16<sup>th</sup> June 2008

The minutes of the meeting held on the 16<sup>th</sup> June 2008 were approved with one amendment on page 2174, Minute No: 5206 Fixed Penalties should read – WODC were discussing issuing Fixed Penalty Notices to people leaving rubbish, abandoning vehicles and fly tipping.

5215 Public Participation

No requests had been received for public participation.

5216 Apologies for Absence

Apologies for absence had been received from Cllr. Mrs. E. Coles.

5217 Declarations of Interest

Cllr. C. Butterworth and Cllr. G. Alcock declared a personal interest in item 13 on the agenda.

5218 Mayoral Announcements

The Mayor referred to the report circulated with the minutes entitled “Mayoral Announcements June 2008.” The Mayor stated that the Jazz Evening held on 21.6.08 had been excellent. The Mayor thanked all Town Councillors for attending the unveiling of the Blue Plaque at the War Memorial on 8.7.08. He then read out a letter received from Sir Hugo Brunner thanking The Mayor and the Guildhall staff for all their help in making the event running so smoothly. The Mayor reported that Mrs. Jill Walker a new member of staff had started at the Guildhall as Town Clerk and Town Mayor’s secretary.

5219 Oxfordshire County Council

**County Cllr. Mrs. Biles** reported on the following: -

Crossings in London Road and Banbury Road

A public notice had been displayed showing the positioning of proposed crossings in London Road and Banbury Road.

5220 West Oxfordshire District Council

**Cllr. R. Townley reported** on the following issues: -

Overview and Scrutiny Committee

The Overview and Scrutiny Committee were to report to the Economic Committee to be held on 18.9.08 with regard to the meeting with the Ambulance Trust on 21.5.08. Cllr. Townley stated that he would keep the Town Council informed on any development with the ambulance service.

Air Quality

The poor air quality in Chipping Norton was planned to be discussed on 24<sup>th</sup> September 2008 at WODC.

5221 Planning(a) The Minutes of the Planning Committee

Council received the minutes of the Planning Committee held on 24<sup>th</sup> June 2008.

(b) Applications Received

Council decided to make the observations set out under the heading "comments" on Appendix B 21st July 2008 in respect of application 3448.

(c) Decisions

Our Ref: 3432 08/0734 7, Tilsley Road, C/N

Erection of dwelling (To allow repositioning of dwelling and raising of ridge height)  
WODC granted planning permission.

Planning Appeal Decision – 07/0127 The Mill, C/N

WODC allowed the appeal and granted planning permission for re-development of The Mill, C/N to accommodate the construction of twenty four residential apartments, landscaping, underground car parking, cycle parking and servicing.

5222 The Town Clerks ReportAccounts

Council approved the following payments: -

(a) Imprest Account for June 2008: £6,012.27

(b) General Account: Accounts for payment as at 21<sup>st</sup> July 2008: £8,965.22

(c) Correspondence Received from: -

West Oxfordshire District Council"Shaping Futures" – a draft Sustainable Community Strategy for West Oxfordshire

A document "Shaping Futures" A draft Sustainable Community Strategy for West Oxfordshire had been received. This document included how to ensure all residents could access the services and facilities they need; the importance of protecting and enhancing the environment and managing the impacts of climate change; overcoming high house prices to help young people and families to stay in the area; an ageing population; and how to support communities in maintaining the vibrancy and prosperity of the District's towns and villages.

Comments on this document are to be made by 22<sup>nd</sup> September 2008.

CCTV

A meeting for all Town Councillors with Bill Oddy has been fixed for Thursday 31<sup>st</sup> July 2008, Witney Police Station at 7.30 pm to view and discuss CCTV in operation.

Cllrs. C. Butterworth, K. Greenwell, M. Jarratt, G. Alcock and Mrs. K. Withers wished to attend the meeting.

Oxfordshire County CouncilSpeed Limits

The County Council had made a speed limit order to reduce the speed from 40 mph on the Worcester Road, Chipping Norton to 30 mph. This order was being displayed publicly from 7<sup>th</sup> July 2008 for six weeks.

Oxfordshire Highways Annual Report

An annual report had been received from OCC which documents some of their achievements and provided an insight into some of their services they offered.

Other Correspondence ReceivedHailcorns

A letter had been received from Mr. Keith Clandfield on behalf of Hailcorns thanking Town Councillors for all their help and support throughout the last five years.

Oxford Radcliffe Hospitals

Consultation documents had been received from the Oxford Radcliffe Hospitals (ORH) on proposals to become a Foundation Trust.

Proposed Zebra Crossings, C/N – London Road and Banbury Road

A public notice had been received showing the positioning of the proposed crossings. Any comments were to arrive no later than Friday 15<sup>th</sup> August 2008.

5223 The Traffic Advisory Committee

Council received the minutes of The Traffic Advisory Committee meeting held on 16<sup>th</sup> May 2008.

5224 The Recreation Committee

Council received the minutes of The Recreation Committee held on 24<sup>th</sup> June 2008. Cllr. G. Alcock explained that there would be some money left over after the MUGA and Teen Shelter had been installed for some new equipment at New Street recreation ground.

5225 The Annual Accounts

Cllr. P. Lake explained to Town Councillors that £16,000 had been moved forward from last year to this year's budget because the money had not yet been spent on the MUGA. Also £3,000 had been moved forward to this year's budget, as the Town Hall Committee had not spent all of their money on projects which they had intended to.

(a) Council approved the Annual Accounts for 1.4.07 to 31.3.08

(b) Council approved the Bank Reconciliation as at 31.3.08

(c) Council authorised the Annual Return for the year ended 31.3.08

Section 1 Statement of accounts

Section 2 Annual governance statement

Section 4 Annual internal audit report

5226 Motion proposed by the Mayor

After much discussion a vote was taken of ten in favour, two against and two abstentions of a motion proposed by the Mayor as follows: -

'Chipping Norton Town Council regrets the circumstances as described in the letter dated 15.7.08 received from The Town Partnership in which Ken Norman has tendered his resignation as Town Partnership Marketing Manager and offers their appreciation and support for Ken in the work he continues to do for the Partnership and the town as a whole.'

Cllr. G. Alcock regretted the fact that the Partnership letter had been circulated without any opportunity for the other side of the case to be put. Cllr. Alcock had been involved in an e-mail exchange with Ken Norman which made it clear that the reasons for his resignation were more complex than the Partnership letter suggested. Cllr. Alcock emphasised that any dispute between chippingnorton.net and Ken Norman was nothing to do with the Town Council.

The meeting closed at 8.40 pm.



CHIPPING NORTON TOWN COUNCIL

At the Council Meeting held, pursuant to notice on Monday 18<sup>th</sup> August 2008 at 7.15 pm in the Council Chamber, the Town Hall, the following members were present: -

Cllr. M. Jarratt, Town Mayor  
 Cllr. G. Alcock  
 Cllr. G. Birks  
 Cllr. C.J. Butterworth  
 Cllr. Mrs. E. Coles  
 Cllr. M. Dixon  
 Cllr. J.J. Grantham  
 Cllr. Mrs. J.M. Graves  
 Cllr. G.T. Watkins  
 Cllr. Ms. K. Withers

Officer : The Town Clerk

The Mayor opened the meeting and welcomed everyone in attendance.

5227 The minutes of the meeting held on the 21<sup>st</sup> July 2008

The minutes of the meeting held on the 21<sup>st</sup> July 2008 were approved with one amendment on page 2179, Minute No: 5226 Insertion after the resolution as follows: -

Cllr. G. Alcock regretted the fact that the Partnership letter had been circulated without any opportunity for the other side of the case to be put. Cllr. Alcock had been involved in an e-mail exchange with Ken Norman which made it clear that the reasons for his resignation were more complex than the Partnership letter suggested. Cllr. Alcock emphasised that any dispute between chippingnorton.net and Ken Norman was nothing to do with the Town Council.

At this point Cllr. J.J. Grantham left the meeting.

Prior to the agreement of the amendment to Minute No: 5226, Cllr. Alcock requested a resolution that the whole of minute number 5226 should be struck from the minutes. Cllr. M. Jarratt refused this request as there had been a lot of discussion at the previous Town Council meeting and a vote had been taken.

Cllr. Alcock had disagreed on the procedure how the resolution had been passed at last month's Town Council meeting. The Town Clerk read out a paragraph out of the Local Council Administration book to prove that the correct procedure had been followed.

5228 Public Participation

No requests had been received for public participation.

5229 Apologies for Absence

Apologies for absence had been received from Cllrs. Mrs. G.M. Burrows, R.LI. Evans, K. Greenwell, Mr. P.A. Lake, Mrs. S.J. Wilkes and Mrs. H. Williams.

5230 Declarations of Interest

There were no declarations of interest.

5231 Mayoral Announcements

The Mayor referred to the report circulated with the minutes entitled "Mayoral Announcements June 2008." The Mayor stated that the Jazz Evening held on 21.6.08 had been excellent. The Mayor thanked all Town Councillors for attending the unveiling of the Blue Plaque at the War Memorial on 8.7.08. He then read out a letter received from Sir Hugo Brunner thanking The Mayor and the Guildhall staff for all their help in making the event run so smoothly. The Mayor reported that Mrs. Jill Walker a new member of staff had started at the Guildhall as Town Clerk's secretary.

5232 Oxfordshire County Council

**County Cllr. Mrs. Biles** was not present at the meeting.

5233 West Oxfordshire District Council

**Cllr. Mrs. E. Coles** reported on the following: -

Bring Site, New Street, C/N

Cllr. Mrs. Coles had spoken to Mr. Bob Lightfoot at WODC regarding the frequency of the bins being emptied at the New Street Bring Site. Mr. Lightfoot assured Cllr. Coles that the bins were being emptied regularly throughout the week but at present they were not being emptied at week-ends. He indicated that the situation was being monitored with daily checks. Mr. Lightfoot was looking into providing an extra bin at the site and enclosing the area with wooden panelling.

Pavements

Cllr. Mrs. Coles had received some letters of complaint regarding weeds growing between the kerb stones and the pavements throughout the town. This was not just a visual problem but was also becoming a trip hazard. Cllr. Coles was asked if the County Council could put money in their budget for the following year to cover weeding.

A letter was to be sent to the County Council and a copy to the County Councillor with this request.

5234 Planning(a) The Minutes of the Planning Committee

Council received the minutes of the Planning Committee held on 28<sup>th</sup> July 2008.

(b) Applications Received

Council decided to make the observations set out under the heading "comments" on Appendix B 18<sup>th</sup> August 2008 in respect of applications 3450 – 3457.

(c) Decisions08/0635 Baptist Church, New Street, C/N

Renovation of existing church to include internal and external alterations. Retention of ground floor for church use and creation of five dwellings on first and second floors.

**WODC granted planning permission.**

08/0775 1, Churchill Road, C/N

Erection of eleven flats with detached carport and associated parking.

Construction of new vehicular access.

**WODC granted planning permission.**

(d) Planning Working Party Meeting 22.7.08

Council received the minutes of the Planning Working Party held on 22<sup>nd</sup> July 2008.

5235 The Town Clerks ReportAccounts

Council approved the following payments: -

(a) Imprest Account for July 2008: £8,981.55

(b) General Account: Accounts for payment as at 18<sup>th</sup> August 2008: £14,554.72

(c) Correspondence Received from: -

West Oxfordshire District CouncilTree Preservation Order on Ilex Oak Tree in Albion Street

An e-mail had been received from Nick Dalby, WODC stating that he couldn't apply a tree preservation order on the Ilex Oak Tree in Albion Street as yet. Any concerns with the tree the public should write to the planning officer who was dealing with the planning application concerned.

Confirmation of address for new development

An e-mail had been received from Fred Corrieri, WODC confirming the postal address for the new development in Albion Street as 1 – 8 Pear Tree Court. Albion Street, C/N. OX7 5DE.

Oxfordshire Waste Partnership

An e-mail had been received from the Oxfordshire Waste Partnership inviting the town to take place in Britain's biggest ever litter tidy up during the whole of September.

Cotswold Conservation Board

The Cotswold Conservation Board Annual Review for 2007/8 had been received.

Hire of Town Hall

Mr. Hasan had requested the use of the Town Hall key from 31.8.08 to 1.10.08 from mid-night to 1 am to save the Town Hall Keeper attending the function at that time of night.

Mr. Hasan had the same arrangement last year when Ramadan Prayer meetings were held at the Town Hall.

The Town Clerk was to inform the insurance company of a third party member being a key holder for this period of time.

Jazz Day

A request to hire the Town Hall had been received for Jazz Day on Sunday 7<sup>th</sup> September 2008 in the Large Hall 5.30 pm – 10.30 pm.

Town Council agreed to the booking.

5236 The Cemetery & Pool Meadow Committee

Council received the minutes of The Cemetery & Pool Meadow Committee meeting held on 9<sup>th</sup> July 2008.

5237 The Town Hall Committee

Council received the minutes of The Town Hall Committee held on 28<sup>th</sup> July 2008.

5238 MUGA and Teen Shelter

Cllr. Mrs. E. Coles explained that the discussions on the MUGA had commenced in November 2006. Over the past year consultations had been carried out with local schools, a site visit had been held at Steeple Aston to view their MUGA and various meetings had been held.

The Town Clerk pointed out the various positions A – E on a map of the recreation ground where the MUGA could be sited.

A vote was taken of 5 in favour of position B  
and 4 in favour of position E.

The Town Clerk was to notify Stuart Wilson, Leisure Development Officer, WODC of the decision the following morning (19.8.08).

5239 The Rugby Club Lease

**At 8.30 pm Council resolved that in view of the nature on the business to be transacted, it was advisable in the public interest that the public and press be temporarily excluded and they were requested to withdraw.**

The meeting closed at 8.37 pm.



## CHIPPING NORTON TOWN COUNCIL

At the Council Meeting held, pursuant to notice on Monday 15<sup>th</sup> September 2008 at 7.15 pm in the Council Chamber, the Town Hall, the following members were present: -

Cllr. M. Jarratt, Town Mayor  
 Cllr. G. Alcock  
 Cllr. G. Birks  
 Cllr. Mrs. G.M. Burrows  
 Cllr. C.J. Butterworth  
 Cllr. Mrs. E. Coles  
 Cllr. M. Dixon  
 Cllr. R.LI. Evans  
 Cllr. J.J. Grantham  
 Cllr. Mrs. J.M. Graves  
 Cllr. K.R. Greenwell  
 Cllr. P.A. Lake  
 Cllr. G.T. Watkins  
 Cllr. Mrs. S.J. Wilkes  
 Cllr. Ms. K. Withers

Officer: The Town Clerk

The Mayor opened the meeting and welcomed everyone in attendance.

The Mayor stated that he hoped that there would not be a repetition of last months Town Council meeting. He was extremely embarrassed of such behaviour and that the constant bickering must stop. He reminded Town Councillors that they were to work together for the future of the town.

### 5240 The minutes of the meeting held on the 18<sup>th</sup> August 2008

The minutes of the meeting held on the 18<sup>th</sup> August 2008 were approved with the following amendments: -

Page 2180, Minute No: 5227, second paragraph, insertion of, Cllr. J.J. Grantham left the meeting.

Page 2181, Minute No: 5233, insert under final paragraph – A letter was to be sent to the County Council and the County Councillor requesting funding for weeding should be put into next year's budget.

### 5241 Public Participation

No requests had been received for public participation.

### 5242 Apologies for Absence

Apologies for absence had been received from Cllr. Mrs. H. Williams and District Cllrs. R. Townley and P. McHugh.

### 5243 Declarations of Interest

Cllr. K. Greenwell declared a personal interest in planning application 3460 and took no part in the discussion.

### 5244 Mayoral Announcements

The Mayor referred to the report circulated with the minutes entitled "Mayoral Announcements October 2008."

5245 Oxfordshire County Council

**County Cllr. Mrs. Biles** reported on the following topics: -

Youth Centre

Finance for a youth centre in Chipping Norton – County Cllr. Mrs. H. Biles will continue her battle to get funding from other sources. Location for a youth centre was being sought.

5246 West Oxfordshire District Council

**County Cllr. Mrs Biles** reported on the following topics in the absence of the District Cllrs. R. Townley and P. McHugh: -

Witney and Abingdon Hospitals – there were only two hospitals in Oxfordshire where elderly people could go to rehabilitate.

Tourism – WODC accommodation brochure – places in Chipping Norton are not in the brochure because they had not been health checked by WODC.

**Cllr. Mrs. E. Coles** reported on the following topic: -

Ambulance Service – concerned with lack of ambulance service in the area.

5247 Planning(a) Applications Received

Council decided to make the observations set out under the heading “comments” on Appendix B 15th September 2008 in respect of application 3458 – 3465.

(b) Decisions

There were no planning decisions to report.

5248 Presentation of Allotment Prizes

The Mayor welcomed the allotment holders to the meeting and thanked Cllr. Mrs. E.M. Coles for arranging the judging of the competition.

Mr. Cliff Arnold had been the judge for this year’s competition.

The Town Mayor and Cllr. Mrs. E. Coles, Chairman of the Wm. Fowler Allotments presented the prizes to the allotment competition winners listed below: -

|                       |                     |
|-----------------------|---------------------|
| 1 <sup>st</sup> Prize | Mr. R. Partlett     |
| 2 <sup>nd</sup> Prize | Mr. C. Keen         |
| 3 <sup>rd</sup> Prize | Mr. F. Goodey       |
| Highly Commended      | Mr. & Mrs. G. Forse |
| “ “                   | Mr. G. Thornton     |
| “ “                   | Mr. K. Jeffrey      |

5249 The Town Clerks ReportAccounts

Council approved the following payments: -

(a) Imprest Account for August 2008: £5,289.03

(b) General Account: Accounts for payment as at 15<sup>th</sup> September 2008: £9,136.99

(c) Correspondence Received from: -

West Oxfordshire District CouncilRe-cycling Trial

WODC was trying a new style re-cycling litter bin in the street. This would allow people to re-cycle plastic bottles, cans, paper/magazines when they were out and about.

Street Trading Policy – Review of Street Trading Policy

WODC were about to review their Street Trading Policy. A public consultation exercise was being carried out.

Thames Valley Police

Chief Inspector Jack Malhi had now taken over from Chief Inspector Dennis Everndon.

Cotswold Conservation Board

Cotswold Conservation Board offered a voluntary warden to work alongside the Town Council.

Oxfordshire NHS Primary Care Trust

Oxfordshire NHS Primary Care Trust were going to send regular newsletters to keep the Town Council informed on the latest news.

5250 The Recreation & Greystones Committee

Council received the minutes of The Recreation & Greystones Committee meeting held on 14<sup>th</sup> August 2008.

5251 CCTV

Mr. B. Oddy, WODC requested an answer to whether the Town Council would agree in principle to CCTV being installed in the town.

A vote was taken of three in favour and twelve against for CCTV.

The Town Clerk was to notify Mr. Bill Oddy of the Town Council's decision and state the answer was no because of the £15,000 running costs per annum.

5252 Chipping Norton Town Partnership

(a) An update on the Town Partnership was received from Cllr. R. LI. Evans.

He talked about the Enterprise Centre, Business Units in London Road and the Chill Out Sessions.

(b) A letter had been received from the Town Partnership agreeing to four members in total on the Chipping Norton Town Partnership Steering Committee.

After much discussion Town Councillors agreed that a request to the Town Partnership was to be made for four Town Councillors to be on the Town Partnership. The Town Council representation was to be the majority of elected members.

At 9.20 pm a five minute interval was taken.

5253 Staffing

**At 9.25 pm Council resolved that in view of the nature on the business to be transacted, it was advisable in the public interest that the public and press be temporarily excluded and they were requested to withdraw.**



CHIPPING NORTON TOWN COUNCIL

At the Council Meeting held, pursuant to notice on Monday 20<sup>th</sup> October 2008 at 7.15 pm in the Council Chamber, the Town Hall, the following members were present: -

Cllr. M. Jarratt, Town Mayor  
 Cllr. G. Alcock  
 Cllr. G. Birks  
 Cllr. Mrs. G.M. Burrows  
 Cllr. C.J. Butterworth  
 Cllr. Mrs. E. Coles  
 Cllr. M. Dixon  
 Cllr. R.LI. Evans  
 Cllr. J.J. Grantham  
 Cllr. Mrs. J.M. Graves  
 Cllr. K.R. Greenwell  
 Cllr. G.T. Watkins  
 Cllr. Mrs. S.J. Wilkes  
 Cllr. Ms. K. Withers

Officer: The Town Clerk

The Mayor opened the meeting and welcomed everyone in attendance.

5254 The minutes of the meeting held on the 15<sup>th</sup> September 2008

The minutes of the meeting held on the 15<sup>th</sup> September 2008 were approved and signed by the Mayor.

5255 Public Participation

No requests had been received for public participation.

5256 Apologies for Absence

Apologies for absence had been received from Cllr. Mrs. H. Williams and Cllr. P.A. Lake.

5257 Declarations of Interest

There were no declarations of interest.

5258 Mayoral Announcements

The Mayor referred to the report circulated with the minutes entitled "Mayoral Announcements October 2008."

5259 Oxfordshire County Council

County Cllr. Mrs. H. Biles was not present at the meeting.

5260 West Oxfordshire District Council

**Cllr. Mrs. E. Coles** reported on the following: -

Air Quality Monitoring – first proposal of re-routing and new signage for weight restrictions.

Wheelie Bins – additional wheelie bins for household refuse, garden refuse and re-cycling were to be introduced in the district.

MUGA – decision of the contractors for the MUGA was confirmed at the recent cabinet meeting.

Churchill House and Vernon House – Cllr. Mrs. E. Coles had spoken to Jill Dunsmore, WODC with regard to recent concerns.

Cllr. K. Greenwell asked if Cllr. Mrs. Coles had any information at all on the money invested in the Icelandic account. Cllr. Mrs. Coles responded that she had not received any information on this. The Town Council decided that a letter should be sent to the District Council asking if the money lost would be recovered through this years council tax or would it be taken out of reserves.

5261 Planning

(a) Minutes of the Planning Meeting held on 8<sup>th</sup> October 2008

Council received the minutes of the planning meeting held on 8<sup>th</sup> October 2008.

(b) Applications Received

Council decided to make the observations set out under the heading "comments" on Appendix B 20th October 2008 in respect of applications 3471 and 3472.

(c) Decisions

There were no planning decisions to report.

5262 The Town Clerks Report

Accounts

Council approved the following payments: -

(a) Imprest Account for September 2008: £6,113.70

(b) General Account: Accounts for payment as at 20<sup>th</sup> October 2008: £18,240.43

(c) Correspondence Received from: -

**West Oxfordshire District Council**

Shared Chief Executive Proposal for Cotswold and West Oxfordshire

A news release had been received informing the Town Council that Cotswold District Council and West Oxfordshire District Council had announced they were considering formal proposals to share a chief executive.

**Oxfordshire County Council**

Bus Services

Notification from OCC had been received that since a recent review had been carried out on local bus services a result of changes and new contracts were to commence on Sunday 14<sup>th</sup> December 2008.

Proposal for table and chairs on the highway

A proposal for table and chairs outside Jaffe and Neale, Middle Row, C/N had been received due to the new licensing.

Oxfordshire Primary Care Trust Strategy 2008 – 2013

The PCT had invited Town Councillors to a meeting to discuss further plans and to provide an opportunity to express views on proposals.

Partial Review of the South East Plan: Gypsy & Traveller Accommodation Needs

The Regional Assembly were seeking views on providing places to live for Gypsies, Travellers and Travelling Show people in the South East. They were updating their twenty year plan for the region, to see how many camping spaces should be provided in each council area. This was to meet the new Government requirements.

Communities and Local Government

A consultation paper had been published this was a second in a series of Communities in Control consultation document. This paper invited views on the proposed new procedure which would enable authorities to make certain byelaws without the need for scrutiny by the Secretary of State and about proposals for a new enforcement regime for byelaws. Comments were invited by Thursday 20<sup>th</sup> November 2008.

Chippy Jazz Day 2008

A letter of thanks for support to Chippy Jazz Day 2008 had been received from Mr. M. Howes.

Request for Sunday Town Hall Hire

A request from Apple Tree Craft Fairs had been received to hire the Town Hall on  
Sunday 16<sup>th</sup> November 2008 and  
Sunday 14<sup>th</sup> December 2008.

Councillors granted this request.

- 5263 The Recreation & Greystones Committee  
Council received the minutes of The Recreation & Greystones Committee meeting held on 10<sup>th</sup> September 2008.  
Cllr. M. Dixon reported on the Beer Festival which had been held on 18.10.08 and he thanked all Town Councillors who had helped on the day.
- 5264 The Cemetery & Pool Meadow Committee  
Council received the minutes of The Cemetery & Pool Meadow Committee meeting held on 23<sup>rd</sup> September 2008.
- 5265 The Town Hall Committee  
Council received the minutes of The Town Hall Committee held on 29<sup>th</sup> September 2008.
- 5266 The Grants to Voluntary Bodies Committee  
Council received the minutes of The Grants to Voluntary Bodies Committee held on 30<sup>th</sup> September 2008.
- 5267 The Finance & General Purposes Committee  
Council received the minutes of The Finance & General Purposes Committee held on 1<sup>st</sup> October 2008.
- 5268 The Health & Safety Committee  
Council received the minutes of The Health & Safety Committee held on 8<sup>th</sup> October 2008.
- 5269 The Chipping Norton Town Partnership  
(a) Two additional Town Council members were appointed to Chipping Norton Town Partnership -  
Cllr. Mrs. J.M. Graves and Cllr. M. Dixon were proposed by Cllr. Mrs. G. Burrows and seconded by Cllr. J.J. Grantham to fill the two extra places on the Town Partnership.  
(b) Council's Priority Projects  
Town Councillors decided that the Town Partnership should concentrate on marketing the town, jobs, the Enterprise Centre and the youth of the town.  
Cllr. G. Watkins stated that the Town Partnership should also start trying to obtain extra funding from WODC for running the Visitor Information Centre in Chipping Norton.  
Cllr. K. Greenwell recommended that a member from Chipping Norton Rugby Club should become a member of the Town Partnership.
- 5270 Chipping Norton Rugby Club Lease Agreement  
Cllr. G. Alcock explained the variation of the lease agreement to Town Councillors.  
Town Councillors discussed the variation of the lease agreement and decided that the Rugby Club should provide a list of how many parties, wedding and receptions they have held at Greystones over the last four years.  
Cllr. K. Greenwell proposed that the lease agreement was approved and  
Cllr. Mrs. J.M. Graves seconded the motion. All Town Councillors present were in favour.
- 5271 Environmental Policy  
Council approved Chipping Norton Town Council's Environmental Policy (Appendix C) attached to the minutes.
- 5272 CCTV  
Town Councillors discussed the possibility of installation of CCTV in Chipping Norton and a unanimous vote was taken of all in favour of agreeing in principle to proceed further.  
Funding was to be sought.

The meeting closed at 9.17 pm.



CHIPPING NORTON TOWN COUNCIL

At the Council Meeting held, pursuant to notice on Monday 17<sup>th</sup> November 2008 at 7.15 pm in the Council Chamber, the Town Hall, the following members were present: -

Cllr. M. Jarratt, Town Mayor  
 Cllr. G. Alcock  
 Cllr. G. Birks  
 Cllr. Mrs. G.M. Burrows  
 Cllr. C.J. Butterworth  
 Cllr. Mrs. E. Coles  
 Cllr. M. Dixon  
 Cllr. R.LI. Evans  
 Cllr. J.J. Grantham  
 Cllr. Mrs. J.M. Graves  
 Cllr. K.R. Greenwell  
 Cllr. Mrs. S.J. Wilkes  
 Cllr. Ms. K. Withers

Officer : The Town Clerk

The Mayor opened the meeting welcomed everyone in attendance.

5273 The minutes of the meeting held on the 20<sup>th</sup> October 2008

The minutes of the meeting held on the 20<sup>th</sup> October 2008 were approved.

5274 Public Participation

No requests had been received for public participation.

5275 Apologies for Absence

Apologies for absence had been received from Cllr. P.A. Lake and Cllr. G. Watkins.

5276 Declarations of Interest

Cllr. P.M. Jarratt, Cllr. Mrs. E. Coles and Cllr. Mrs. J.M. Graves declared a personal interest in the Penhurst planning application to be considered later in the meeting.

5277 Mayoral Announcements

The Mayor referred to the report circulated with the minutes entitled "Mayoral Announcements October/November 2008."

5278 Oxfordshire County Council

**County Cllr. Mrs. Biles** reported on the following: -

County and European Elections

The date for the County and the European Elections had been set for 4<sup>th</sup> June 2009.

Crossings in London Road

A start date to commence the installation of the crossings in London Road had been arranged for 26<sup>th</sup> January 2009. This work would take four to five weeks to complete.

5279 West Oxfordshire District Council

**Cllr. Mrs. E. Coles reported** on the following issue: -

Environmental Meeting

At the Environmental meeting at WODC on Wednesday 19<sup>th</sup> December 2008 they were going to discuss waste management.

Air Quality Management

Cllr. Mrs. E. Coles stated that she was still pushing for a weight restriction in Chipping Norton. Cllr. Mrs. Biles had attended the County meeting where they discussed the air quality in Chipping Norton. She reported that WODC were in support of a weight restriction and this would now be going to DEFRA for consideration.

5280 Planning(a) Applications Received

Council decided to make the observations set out under the heading "comments" on Appendix B 17<sup>th</sup> November 2008 in respect of applications 3474 – 3479.

(b) Decisions

Our Ref: 3458 08/1315 1, Churchill Road, C/N

Erection of 14 flats with detached carports and associated parking.  
Construction of new vehicular access.

**Planning permission had been granted.**

Our Ref: 3462 08/1359 Midcounties Co-op, High Street, C/N

Erection of various illuminated and non-illuminated directional signs.

**Planning application had been refused.**

5281 The Town Clerks ReportAccounts

Council approved the following payments: -

(a) Imprest Account for October 2008: £7,961.78

(b) General Account: Accounts for payment as at 17<sup>th</sup> November 2008: £13,714.04

(c) Correspondence Received from: -

West Oxfordshire District CouncilRegister of Electors 2009

A form had been circulated for Town Councillors to apply for the register of electors 2009.

Parish Link

A copy of the Parish Link had been received.

Climate Change Policy

WODC had recently launched a Climate Change Policy showing their commitment to reducing carbon emissions, and therefore addressing climate change.

To view their policy visit [www.westoxon.gov.uk/climatechange](http://www.westoxon.gov.uk/climatechange)

Air Quality Action Plan

WODC had endorsed a plan to improve air quality in Chipping Norton. The plan would involve seeking approval to de-trunk parts of the A44 so that heavy goods vehicles were re-routed away from the town.

The action plan could be viewed on [www.westoxon.gov.uk](http://www.westoxon.gov.uk)

Loo of the Year awards for toilets

Five of West Oxfordshire's toilets had received recognition for their high standards in this year's national Loo of the Year competition. Chipping Norton Town Hall public toilets were one of them.

Group to review ambulance services in West Oxfordshire

A working party had been formed by seven District Councillors to review ambulance service provision in West Oxfordshire. They would be investigating ambulance response times and coverage provided in the District by South Central Ambulance Trust.

Letter from Barry Norton

A reply to Town Council's letter had been received from Cllr. Barry Norton regarding the loss of money from the Icelandic account.

**Oxfordshire County Council****Proposed new stop on Walterbush Road, Chipping Norton**

A request had been received for an additional stop to be provided on Walterbush Road on the grounds that the existing stops were a long way apart. An inspection had been undertaken and OCC had identified two possible locations for a new stop.

Town Councillors identified location two to be the best location for an additional bus stop.

**Town & Parish Council Liaison Event – 10<sup>th</sup> November 2008 at The Henry Box School, Witney**

The above event had been postponed, a further date was awaited.

**Other Correspondence****Communities and Local Government**

A consultation paper had been received inviting views on proposals for revising the Local Authorities (Model Code of Conduct) Order 2007 and the Relevant Authorities (General Principles) Order 2001.

**Xmas Trees**

A reminder to Town Councillors - lights to be put on x-mas trees on 30<sup>th</sup> November 2008.

**Hailcorns**

A reminder to Town Councillors of an invitation to the Hailcorn's meeting 24<sup>th</sup> November 2008.

**Town Partnership**

The Town Partnership meeting for 19<sup>th</sup> November 2008 had been cancelled until further notice. The Enterprise Centre building had gone out to tender.

**Contract re. Big Lottery Funded Play Area**

The contract had been received for signature between WODC and CNTC for the Lottery Funding.

**Cottsway**

A document had been received from Cllr. Mrs. E. Coles on Cottsway Housing which had been read out at last month's Town Council meeting.

**Town Hall Grant Application**

The Town Hall Grant Application would be going to WODC cabinet meeting in December.

5282 **The Finance & General Purposes Committee**

Council received the minutes of The Finance & General Purposes Committee meeting held on 21<sup>st</sup> October 2008.

5283 **The Town Hall Committee**

Council received the minutes of The Town Hall Committee held on 27<sup>th</sup> October 2008.

5284 **The Audit Return**

Council received and approved the Annual Return for the Year ended 31<sup>st</sup> March 2008. Council received the Issues Arising Report for the Year ended 31<sup>st</sup> March 2008.

5285 **Tourist Information Centre**

Cllr. Mrs. G.M. Burrows reported on the year's activities at the Tourist Information Centre held at the Town Hall. It was reported that Mrs. P. Simmons had been most helpful in the running of the TIC. Historical Walks were planned to be run next year. This was to be advertised on the Town Council web site.

5286 **Youth Centre**

Cllr. Mrs. G.M. Burrows updated the Town Councillors where the planning sub-committee had got to. A meeting had been arranged for 11<sup>th</sup> December 2008 at 10.00 am with Belinda Tilley, Louise Chapman, County Cllr. Mrs. H. Biles and the planning working party committee members to discuss sites for a Youth Centre.

**Council resolved that in view of the nature on the business to be transacted, it was advisable in the public interest that the public and press be temporarily excluded and they were requested to withdraw.**



CHIPPING NORTON TOWN COUNCIL

At the Council Meeting held, pursuant to notice on Monday 15<sup>th</sup> December 2008 at 7.15 pm in the Council Chamber, the Town Hall, the following members were present: -

Cllr. M. Jarratt, Town Mayor  
 Cllr. G. Alcock  
 Cllr. C.J. Butterworth  
 Cllr. Mrs. E. Coles  
 Cllr. M. Dixon  
 Cllr. J.J. Grantham  
 Cllr. Mrs. J.M. Graves  
 Cllr. K.R. Greenwell  
 Cllr. P.A. Lake  
 Cllr. G.T. Watkins  
 Cllr. Ms. K. Withers

Officer : The Town Clerk

The Mayor opened the meeting welcomed everyone in attendance.

5287 The minutes of the meeting held on the 17<sup>th</sup> November 2008

The minutes of the meeting held on the 17<sup>th</sup> November 2008 were approved with two amendments. Page 2192 – Cllr. Mrs. E. Coles reported on the Air Quality Action Plan, not District Cllr. P. McHugh.

Page 2193 – Minute Number 5286 – change Belinda Tilley to Melinda Tilley.

5288 Public Participation

No requests had been received for public participation.

5289 Apologies for Absence

Apologies for absence had been received from Cllrs. Mrs. G.M. Burrows, R.LI. Evans, G. Birks, Mrs. S.J. Wilkes, Mrs. H.J. Williams and District Cllr. P. McHugh.

5290 Declarations of Interest

There were no declarations of interest to report.

5291 Mayoral Announcements

The Mayor referred to the report circulated with the minutes entitled “Mayoral Announcements November/December 2008.” The Mayor stated that the Victorian Evening had been a successful event. A Best Dressed Window Competition had been held and the first prize had been awarded to The Katherine House Hospice shop, two highly commended prizes were awarded to Over The Top Hairdressers and The Helen & Douglas House charity shop.

5292 Oxfordshire County Council

**County Cllr. Mrs. Biles** was not present at this point of the meeting due to late arrival, she reported later in between items (a) and (b) in the planning section. (see page 2196).

5293 West Oxfordshire District Council

**Cllr. Mrs. E. Coles reported** on the following issue: -

Civil Parking Enforcement

Later in the coming year the Traffic Warden post will change and include dealing with other offences, (such as litter dropping) and become a kind of Community Warden post in the charge of WODC instead of Thames Valley Police.

**Cllr. R. Townley reported** on the following issues: -

Grant Award for Town Hall

A grant had been approved at the WODC December Cabinet meeting of almost £98,500 for refurbishment work to be carried out on the Town Hall.

Thanks was given to Cllr. Mrs. H. Biles, Cllr. K. Greenwell and the Town Clerk for all the work which they put into obtaining the grant.

Ambulance Station

Cllr. Townley was working hard on trying to obtain an ambulance station at the new hospital site in London Road.

Cllr. M. Jarratt asked if there was an update on work commencing on the new hospital site in London Road.

Cllr. Townley offered to obtain this information for the next Town Council meeting.

5294 Planning

(a) Planning Sub-committee

A meeting had been held with Cllr. Mrs. H. Biles, Louise Chapman, Melinda Tilley, Anthony Sale and the planning sub-committee members to discuss sites for a youth centre in Chipping Norton. The meeting had been very positive and two sites had been identified as possibilities. Louise Chapman offered to look into OCC sites in Chipping Norton which could also be possible for a youth centre. It was noted that if a piece of land were to become available for a youth centre the build would cost in the region of £250,000. Mr. A. Sale, OCC officer, stated that the County Council would cover the running costs for the youth centre.

Early January OCC officers would look into the sites put forward.

A further meeting had been set for 9<sup>th</sup> February 2009, at the Town Hall with the same group of people at the previous planning sub-committee to discuss the progress and the situation of the sites which had been put forward.

Cllr. Mrs. H. Biles was thanked for chairing such a positive meeting.

*Due to late arrival of County Cllr. Mrs. Biles the Town Councillors present agreed that she could report at this point.*

**County Cllr. Mrs. Biles reported on the following: -**

Highways

*The roads had been gritted over the cold spell twice a day starting with the main A44 and the A361 then going onto the minor roads.*

Care Home and Hospital

*Cllr. Mrs. H. Biles had chased up when work would commence on the new Care Home/Hospital and she stated that a start date had been planned for the end of March 2009.*

Grant Award for Town Hall

*A grant had been awarded by WODC of almost £98,500 for refurbishment work to be carried out on the Town Hall.*

(b) Applications Received

Council decided to make the observations set out under the heading "comments" on Appendix B 15<sup>th</sup> December 2008 in respect of applications 3481 – 3485.

(c) Decisions

Our Ref: 3467 Land adj. to Finsbury Place, C/N

Erection of two, three storey and two, two storey dwellings, garages, parking, landscaping and access.

**WODC granted planning permission.**

Our Ref: 3469 33, The Leys, C/N

Erection of single and two storey extensions and detached garage.

**WODC granted planning permission.**

5295 The Town Clerks ReportAccounts

Council approved the following payments: -

(a) Imprest Account for November 2008: £6,651.00

(b) General Account: Accounts for payment as at 15<sup>th</sup> December 2008: £15,569.51

(c) Correspondence Received from: -

**West Oxfordshire District Council**New Application for a Premises Licence

A new application for a premises licence had been received for Bugle House, 9, Horsefair, Chipping Norton. This application was a request for using the premises for recorded music with occasional live performances. The property already had a licence for alcohol.

**Oxfordshire County Council**Additional Bus Stop in Walterbush Road

OCC had inquired if the Town Council had a preferred name for the new bus stop which was to be installed at the end of Walterbush Road next to the playing field.

Town Councillors agreed to name the bus stop, "The Playing Field Bus Stop."

**Other Correspondence**Nortonian's

The Nortonian's had requested the use of the Large Hall at the Town Hall on Sunday 18<sup>th</sup> January 2009 from 2.00 pm – 5.00 pm.

Town Councillors agreed to this request.

Mr. Hasan

Mr. Hasan had requested the use of the Lower Hall at the Town Hall on Sunday 11<sup>th</sup> January 2009 from 1.00 pm – 4.00 pm.

Town Councillors agreed to this request.

5296 The Traffic Advisory Committee

Council received the minutes of The Traffic Advisory Committee meeting held on 17<sup>th</sup> October 2008.

5297 The Town Hall Committee

Council received the minutes of The Town Hall Committee held on 20<sup>th</sup> November 2008.

Cllr. P. Lake made a proposal not approve the Town Hall minutes as they were as he did not agree to anybody using the Town Hall free of charge. Cllr. J.J. Grantham seconded the proposal and a vote was taken. The result of the vote was to not allow anybody the use of the Town Hall free of charge.

5298 The Recreation Committee

Council received the minutes of The Recreation Committee held on 21<sup>st</sup> November 2008.

Cllr. Mrs. E. Coles explained that the installation of the new equipment at New Street recreation ground was going very well and was on schedule.

5299 Council Tax Levy

(a) Council received the minutes of the Finance & General Purposes Committee held on 25<sup>th</sup> November 2008 and the budget for 2009/10 recommended by Committee.

(b) Cllr. P. Lake explained to Council how the Finance committee had arrived at the precept figure of £129,850 for 2009/10. The precept had not been put up for 2009/10 and the Town Council would still be getting a lot of work achieved in the next financial year between grant money and the precept money.

Town Councillors voted all in favour to accept the precept figure of £129,850 for 2009/10.

Cllr. Mrs. E. Coles thanked Cllr. P. Lake for all of the work he had put into keeping the figures down for the following financial year.

The meeting closed at 8.17 pm.



CHIPPING NORTON TOWN COUNCIL

At the Council Meeting held, pursuant to notice on Monday 19<sup>th</sup> January 2009 at 7.15 pm in the Council Chamber, the Town Hall, the following members were present: -

Cllr. M. Jarratt, Town Mayor  
 Cllr. G. Alcock  
 Cllr. C.J. Butterworth  
 Cllr. Mrs. E. Coles  
 Cllr. M. Dixon  
 Cllr. R.LI. Evans  
 Cllr. J.J. Grantham  
 Cllr. K.R. Greenwell  
 Cllr. G.T. Watkins  
 Cllr. Mrs. S.J. Wilkes  
 Cllr. Ms. K. Withers

Officer : The Town Clerk

The Mayor opened the meeting welcomed everyone in attendance.

5300 The minutes of the meeting held on the 15<sup>th</sup> December 2008

The minutes of the meeting held on the 15<sup>th</sup> December 2008 were approved and signed by the Mayor.

5301 Public Participation

No requests had been received for public participation.

5302 Apologies for Absence

Apologies for absence had been received from Cllrs. Mrs. G.M. Burrows, G. Birks, Mrs. J.M. Graves, P. Lake, Mrs. H.J. Williams and District Cllrs. P. McHugh and R. Townley.

5303 Declarations of Interest

There were no declarations of interest to report.

5304 Mayoral Announcements

The Mayor referred to the report circulated with the minutes entitled "Mayoral Announcements January 2009." The Mayor reminded Town Councillors of the Mayor's Charity Ball to be held on Friday 13<sup>th</sup> February 2009 and stated it would be nice to see Town Councillor's present. He also mentioned that the raffle tickets were to be distributed in the next few days to all Town Councillors.

5305 Oxfordshire County Council

**County Cllr. Mrs. Biles** was not present.

5306 West Oxfordshire District Council

**Cllr. Mrs. E. Coles reported** on the following issue: -

Re-cycling

Cllr. Mrs. Coles indicated that the market prices for re-cycling were not very good at the moment. The contractor had been asked to make sure that the re-cycling did not go into landfill.

CCTV

£170,000 had been put into WODC's 2009/10 budget for provision of CCTV in Chipping Norton and Carterton.

5307 Planning

(a) Applications Received

Council decided to make the observations set out under the heading "comments" on Appendix B 19<sup>th</sup> January 2009 in respect of applications 3486 – 3488.

(b) Decisions

There were no decisions to report.

5308 The Town Clerks Report

Accounts

Council approved the following payments: -

(a) Imprest Account for December 2008: £6,065.82

(b) General Account: Accounts for payment as at 19<sup>th</sup> January 2009: £15,137.14

(c) Correspondence Received from: -

**West Oxfordshire District Council**

Shaping Futures – a sustainable community strategy for West Oxfordshire

A document had been received from WODC on Shaping the Future – a sustainable community strategy for West Oxfordshire. This document could be viewed on

[www.westoxon.gov.uk/scs](http://www.westoxon.gov.uk/scs)

**Other Correspondence**

Heritage Trail

A suggestion had been received for a Heritage Trail to lead visitors around the many highlights of our local heritage in the town.

A resident of the town had already produced a booklet outlining walks around the town which pointed out places of interest.

Signs

The old sign against the fence of the New Street recreation ground directing towards the church needed replacing. Cllr. Mrs. E. Coles suggested an article should be put into the Chipping Norton News asking if anybody would be interested in making a new wooden sign to replace the existing one.

The signs in the town pointing to the Church, Pool Meadow and the recreation ground were also in need of replacing. WODC were to be informed of this.

Naming of footpaths

A request had been received to name some of the town's footpaths, in particular the path running from West Street to William Bliss Avenue past Stretch Pool.

Town Councillors decided to name the foot path Stretch Pool Lane.

Emma's Trust

Town Councillors were invited to the Emma's Trust Annual General Meeting on Wednesday 21<sup>st</sup> January 2009 - 7.00 pm in the Chequers Barn, Chipping Norton.

Stagecoach

Stagecoach would be re-numbering the main bus service from 20 to S3, which would then belong to a group of routes known as 'S-Series'. This was part of a major plan to re-organise Stagecoach bus services which go into Oxford from the surrounding area. Further information could be obtained from [www.stagecoachbus.com/oxfordshire](http://www.stagecoachbus.com/oxfordshire).

Town Partnership

Cllr. C. Butterworth reported on the Town Partnership's public meeting in December 2008. He indicated that the Town Partnership were trying to increase their membership of the committee.

A meeting had also been held on 7<sup>th</sup> January 2009 to go through the tender received for the Enterprise Centre. Only one tender had been received and this was rejected by the tender board.

Another Town Partnership meeting had been arranged for 21<sup>st</sup> January 2009 to view the options of the Town Partnership and where their influence should be focused.

5309 The Recreation Committee

Council received the minutes of The Recreation Committee meeting held on 6<sup>th</sup> January 2009. Cllr. Mrs. Coles and other Town Councillors expressed that they were very pleased with the recently installed MUGA and additional new pieces of equipment at New Street recreation ground.

The meeting closed at 7.55 pm.



## CHIPPING NORTON TOWN COUNCIL

At the Council Meeting held, pursuant to notice on Monday 16<sup>th</sup> February 2009 at 7.15 pm in the Council Chamber, the Town Hall, the following members were present: -

Cllr. M. Jarratt, Town Mayor  
 Cllr. G. Alcock  
 Cllr. Mrs. G. M. Burrows  
 Cllr. C.J. Butterworth  
 Cllr. Mrs. E. Coles  
 Cllr. M. Dixon  
 Cllr. Mrs. J.M. Graves  
 Cllr. K.R. Greenwell  
 Cllr. G.T. Watkins  
 Cllr. Mrs. S.J. Wilkes  
 Cllr. Mrs. H. Williams

Officer : The Town Clerk

The Mayor opened the meeting and asked everyone present to join him with one minutes silence in respect of the death of Cllr. Graham Birks.

5310 The minutes of the meeting held on the 19<sup>th</sup> January 2009

The minutes of the meeting held on the 19<sup>th</sup> January 2009 were approved and signed by the Mayor with two amendments to page 2200 – Minute Number 5308 – Town Clerk’s Report – Town Partnership, second paragraph omit on the London Road site and also change, ‘rejected by the Town Partnership’ to ‘rejected by the tender board.’

5311 Public Participation

No requests had been received for public participation.

5312 Apologies for Absence

Apologies for absence had been received from Cllr. R.LI. Evans.

5313 Declarations of Interest

There were no declarations of interest to report.

5314 Mayoral Announcements

The Mayor referred to the report circulated with the minutes entitled “Mayoral Announcements February 2009.” The Mayor thanked everyone who helped make the Mayor’s Ball a success. The Mayor notified Town Councillors of two resignation letters which he had received from Mr. J. Grantham and Mr. P. Lake. There were now three vacancies for Town Council. Cllr. K. Greenwell proposed a vote of thanks to the two Town Councillors for their service to the town as Town Councillors. Cllr. Mrs. J.M. Graves seconded the motion.

5315 Oxfordshire County Council

**County Cllr. Mrs. Biles** was not present.

5316 West Oxfordshire District Council

**Cllr. Mrs. E. Coles reported** on the following issues: -

Waste Collection

WODC were looking into a new contract for waste collection which would be introduced by October 2010 as follows: - residual waste collection fortnightly, yellow bags for waste collection weekly. All details are in WODC's magazine which is being distributed throughout West Oxfordshire called, "Creating Futures".

Community Wardens

The District Council are going to be running the civil parking integrated management which will include traffic management, guidance to the public, crime deterrent, reporting back to the police with various information, community support as well as parking enforcement.

5317 Planning(a) Applications Received

Council decided to make the observations set out under the heading "comments" on Appendix B 16<sup>th</sup> February 2009 in respect of applications 3489 – 3491.

Cllr. M. Jarratt and Cllr. Mrs. E. Coles declared an interest in planning application 3491 Penhurst School, New Street and took no part in the decision.

(b) Decisions

Ref: 08/1801 72, The Leys, C/N

Erection of two storey and single storey extensions.

**WODC granted planning permission.**

Ref: 08/1392 Station Mill Antique Centre, Station Road, C/N

Removal of existing building and erection of fourteen flats with associated parking.

**This planning application had now been withdrawn.**

5318 The Town Clerks ReportAccounts

Council approved the following payments: -

(a) Imprest Account for January 2009: £9,629.02

(b) General Account: Accounts for payment as at 16<sup>th</sup> February 2009: £32,460.05

(c) Correspondence Received from: -

**Oxfordshire County Council**Temporary Road Closure Notice

OCC were closing the B4026 near Oldner House, Chipping Norton, Monday 16<sup>th</sup> – Friday 20<sup>th</sup> February 2009 to enable drainage repairs to be carried out.

**Other Correspondence**Chipping Norton Neighbourhood Action Group

A request for a representative from the Town Council had been received from the C/N Neighbourhood Action Group.

Cllr. Ms. K. Withers was to be asked if she was interested in becoming a representative.

Grit Bins

A petition had been received from members of the public requesting a grit bin at the top of Rowell Way.

The Town Clerk reported that there were no more funds left in the current financial year for grit bins. Over the last few weeks the Guildhall staff had received a list of requests to provide grit bins in various locations in the town. The Finance and General Purposes Committee were to discuss the situation at a later date.

5319 The Town Hall Committee

Council received the minutes of The Town Hall Committee meeting held on 15<sup>th</sup> January 2009. Cllr. Mrs. G.M. Burrows stated that an Open Day for Town Councillors to be held at the Town Hall had been discussed at the meeting held on 15<sup>th</sup> January 2009. This would enable Town Councillors to engage with the public and would give them a chance to discuss future projects for the town.

5320 Motion proposed by Cllr. G. Alcock

Cllr. Alcock proposed the motion below, Cllr. K. Greenwell seconded the motion and a vote was taken of all in favour as follows: -

On behalf of the residents of the town the Chipping Norton Town Council would like to express gratitude to all the staff of the West Oxfordshire District Council for their superb service throughout the year but particularly over the last few weeks of dreadful weather when it has been reassuring for us to see just how hard they have worked to maintain service "as normal". In particular Environmental Services commitment to keep the recycling collections running and to help with the clearing our pavements and car parks has been much appreciated. Please accept our sincere thanks.

On behalf of the residents of the town the Chipping Norton Town Council would like to express gratitude to all the staff of the Oxfordshire Fire Service for their superb service throughout the year but particularly over the last few weeks of dreadful weather when it has been reassuring for us to see just how hard they have worked to maintain service "as normal". Please accept our sincere thanks.

On behalf of the residents of the town the Chipping Norton Town Council would like to express gratitude to the doctors, nurses and staff of the West Street Surgery for their superb service throughout the year but particularly over the last few weeks of dreadful weather when it has been reassuring for us to see just how hard they have worked to maintain service "as normal". Please accept our sincere thanks.

On behalf of the residents of the town the Chipping Norton Town Council would like to express gratitude to the doctors, nurses and staff of the White House Surgery for their superb service throughout the year but particularly over the last few weeks of dreadful weather when it has been reassuring for us to see just how hard they have worked to maintain service "as normal". Please accept our sincere thanks.

On behalf of the residents of the town the Chipping Norton Town Council would like to express gratitude to the doctors, nurses and staff of the Chipping Norton Hospital for their superb service throughout the year but particularly over the last few weeks of dreadful weather when it has been reassuring for us to see just how hard they have worked to maintain service "as normal". Please accept our sincere thanks.

On behalf of the residents of the town the Chipping Norton Town Council would like to express gratitude to all the staff of the South Central Ambulance Service covering Chipping Norton for their superb service throughout the year but particularly over the last few weeks of dreadful weather when it has been reassuring for us to see just how hard they have worked to maintain service "as normal". Please accept our sincere thanks.

5321 Finance & General Purposes Committee

Council received the minutes of The Finance & General Purposes Committee held on 10<sup>th</sup> February 2009.

Two members of the Finance Committee had departed from Town Council and therefore the Committee sought additional members.

Cllr. Mrs. E. Coles was asked to join the committee as she was the Chairman to the Recreation Committee. Cllr. Coles accepted the position. Cllr. Mrs. H. Williams and Cllr. G. Watkins also put themselves forward to become committee members.

**Council resolved that in view of the nature on the business to be transacted, it was advisable in the public interest that the public and press be temporarily excluded and they were requested to withdraw.**



CHIPPING NORTON TOWN COUNCIL

At the Council Meeting held, pursuant to notice on Monday 16<sup>th</sup> March 2009 at 7.15 pm in the Council Chamber, the Town Hall, the following members were present: -

Cllr. M. Jarratt, Town Mayor  
 Cllr. G. Alcock  
 Cllr. Mrs. G. M. Burrows  
 Cllr. C.J. Butterworth  
 Cllr. M. Dixon  
 Cllr. R.LI. Evans  
 Cllr. Mrs. J.M. Graves  
 Cllr. K.R. Greenwell  
 Cllr. G.T. Watkins  
 Cllr. Mrs. S.J. Wilkes  
 Cllr. Mrs. H. Williams  
 Cllr. Ms. K. Withers

Officer : The Town Clerk

The Mayor opened the meeting and welcomed everyone present.

5322 The minutes of the meeting held on the 16<sup>th</sup> February 2009

The minutes of the meeting held on the 16<sup>th</sup> February 2009 were approved and signed by the Mayor.

5323 Public Participation

No requests had been received for public participation.

5324 Apologies for Absence

Apologies for absence had been received from Cllr. Mrs. E. Coles, District Cllr. P. McHugh and County Cllr. Mrs. H. Biles.

5325 Declarations of Interest

Cllr. M. Dixon declared an interest in planning application 4396 – 17, Over Norton Road, C/N.

5326 Mayoral Announcements

The Mayor referred to the report circulated with the minutes entitled "Mayoral Announcements March 2009." The Mayor stated that he had sent a letter of condolence to the Rt. Hon. David Cameron after the death of his son, Ivan.

The Mayor announced the final figure raised from the Mayors Ball held in February 2009 of £1865.00.

5327 Oxfordshire County Council

**County Cllr. Mrs. Biles** was not present.

5328 West Oxfordshire District Council

**Cllr. R. Townley reported** on the following issues: -

WODC's Sports Awards

The Lido at Chipping Norton had been awarded the outstanding achievements award 2009 from WODC.

Ambulance Service

Cllr. R. Townley expressed that he was still pushing for an ambulance station at Chipping Norton. The ambulance service were expected to reach a call within eight minutes, they were only achieving 50% of this target. WODC were carrying out a full review on the ambulance service.

Dr. Skoner Heath was to draw up a business plan on the ambulance service and its targets by May 2009. This business plan was to be referred to the government.

Town Councillors agreed that a letter was to be sent to Dr. Skoner Heath expressing concerns with the situation of the ambulance service.

5329 Planning(a) Minutes of the Planning Meeting held on 11<sup>th</sup> March 2009

The minutes of the Planning Meeting held on 11<sup>th</sup> March 2009 were approved with one amendment of an omission of apologies received from Cllr. K. Greenwell.

(b) Applications Received

Council decided to make the observations set out under the heading "comments" on Appendix B 16<sup>th</sup> March 2009 in respect of applications 3495 – 3498.

Cllr. M. Dixon declared an interest in planning application 3496 – 17, Over Norton Road, C/N and left the meeting whilst the planning application was being discussed.

(c) Decisions

There were no decisions to report.

5330 The Town Clerks ReportAccounts

Council approved the following payments: -

(a) Imprest Account for February 2009: £6,549.32

(b) General Account: Accounts for payment as at 16<sup>th</sup> March 2009: £21,542.81

(c) Correspondence Received from: -

West Oxfordshire District CouncilWest Oxfordshire Local Development Framework

The Local Development Framework – Core Strategy had been received.

Town Council's response to the housing assessment in the LDF, along with comments as appropriate on any particular future needs in the area (such as sporting facilities) which the Town Council would like taken into account when planning for the next fifteen years or more were requested by Monday 6<sup>th</sup> April 2009.

After a lot of discussion all Town Councillors present accepted that eight hundred houses over the period stated was not unreasonable. The document had not included providing extra employment for the town or any mention of increasing the infrastructure of the town.

Town Councillors decided that the Planning Working Party should meet and put comments together before 6.4.09.

Clean Britain Awards 2009

WODC entered Clean Britain Awards 2009 and the district was inspected in October 2008. The result was that WODC had been awarded four stars out of five. WODC thanked the Town Council for their support with the application and forwarded a certificate in a frame.

Cllr. Mrs. G. Burrows and her town clean up sessions had helped contribute to this award.

Cllr. Mrs. G. Burrows stated that she had been around the town with her camera identifying areas which needed attention i.e., fly tipping, signs, benches etc. This information was to be compiled and sent off to the appropriate authorities for attention.

## **Oxfordshire County Council**

### Disabled Parking Spaces

An amendment to the Disabled Persons' Parking Places Order 200 had been received.

The new order proposed as follows: -

A new disabled parking place outside No. 63 The Leys

Removal of the disabled parking bay outside No. 27 Hailey Avenue as this was no longer required.

Any observations or comments were to be made to OCC by Thursday 19<sup>th</sup> March 2009.

### Street Lighting – Chipping Norton

In June 2007, OCC officially launched its Carbon Action Plan in order to reduce its carbon emissions by 18% by 2011/2012. During 2005/6, street lighting produced 19% of the Council's carbon emissions.

Several initiatives were currently in progress to reduce the emissions from current equipment and to minimise the impact associated with any new installations.

These initiatives include:

Reducing the number of illuminated signs, where legislation permits

Installing photo-electric cells in bollards in order to switch them off during daylight hours

Replacing older street lighting lanterns with more energy efficient models

Switching off selected lengths of lighting on rural traffic routes from around 12.00 am to 5.30 am

where it was safe to do so.

Replacing tungsten lamps in zebra beacons with LED's

Using LED's for signal lights instead of tungsten lamps when refurbishing traffic signal installations

Using more energy efficient lighting on future new developments, and in some instances specifying the use of part-night lighting where appropriate.

In a radical step to further reduce carbon emissions, the County Council was considering changing its policy of keeping street lighting on all night in very rural areas, by switching off the lighting from approximately 12.30 am to 5.30 am. This would reduce the carbon emissions by approximately 35% for each light switched off between these hours.

A County Council funded scheme for switching off lighting for part of the night could be proposed for all or some of the street lights in the parish. Therefore OCC would like the Town Council's views on this proposal, with the purpose of seeing if there was any scope for this change to happen in the area.

Town Councillors decided not to volunteer to any street lights to be turned off, definitely not in the town centre or on any housing estates in the town.

### Who's My Bobby Update – March

#### Radio scheme arrives in Chipping Norton

Chipping Norton town centre retailers and licensees were being offered the opportunity to join a radio scheme which linked them to each other and the local police station.

The radios would raise quicker awareness of incidents as they happened and if CCTV was introduced to the town then the radios would also feed into the control room operator. To date seven premises had signed up.

### 5331 The Mayoral Selection Committee

Cllr. Mrs. J. Graves reported on the Mayoral Selection Committee meeting held recently and asked Cllr. M. Jarratt if he would consider becoming Mayor elect for the Municipal year 2009/10. Cllr. M. Jarratt accepted the position.

Cllr. Alcock stated that it had been agreed that if there was an election that the Town Council would wait to select the Mayor at the April Town Council meeting.

Cllr. R. LI. Evans reminded Councillors that the decision in 2007 was an exception, when the whole of the Town Council was up for election.

Cllr. Alcock recommended to post-pone the decision of Mayor until the following month and Cllr. K. Greenwell seconded the decision.

A vote was taken of: - 4 to post pone, 7 to not post pone and one abstention

A vote was then taken for Cllr. M. Jarratt to become Mayor elect for 2009/10 as follows: -

7 in favour, 2 abstentions, Cllr. Alcock and Cllr. G. Watkins opposing

Cllr. M. Jarratt, Town Mayor did not take part in the above votes.

5332 Town Partnership

Cllr. C. Butterworth reported on the following issues: -

The Enterprise Centre could not go forward at the present time.

The resignation of the Chairman of the Town Partnership.

On going discussions on the way forward and looking for a project to work on.

Support from the Town Council was increasing, a number of people are contributing towards the Town Partnership.

There are other successful Town Partnership's in other towns which are normally driven by the Town Council.

Marketing the web site.

Identifying the needs for local retailers.

7 to 9 club has re-started.

Cllr. K. Withers left the meeting at 9.05 pm.

It was noted that it was essential that the Town Partnership got the covenant money from the Parker Knoll site development agreement. This could only be obtained through a Town Partnership. The last Town Appraisal raised the awareness that the town was in need of more industrial units.

Cllr. K. Greenwell offered to write out details of how they created the Worcester Enterprise.

At 9.25 pm a five minute interval was taken.

5333 Honorary Citizen

**Council resolved that in view of the nature on the business to be transacted, it was advisable in the public interest that the public and press be temporarily excluded and they were requested to withdraw.**