

Carterton Town Council

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7th September 2023

Chair: Cllr N King
Vice Chair: Cllr R Brooks
Members: Cllr S Baylis, Cllr R Crapper, Cllr Croft, Cllr N Leverton, Cllr K Wood,
Cllr M McBride. Ex-officio Members: Cllr Godwin, Cllr L Wood

You are hereby summoned to attend an ORDINARY meeting of the **AMENITIES AND ECONOMIC REGENERATION COMMITTEE** on **Tuesday 12 September 2023 at 6.00pm** in the Town Hall.

Recording of Meetings - Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography.

We are proud to announce that Carterton Town Council has signed the Civility and Respect Pledge. The Council will treat councillors, clerks, employees, members of the public, representatives of partner organisations and volunteers with civility and respect in their roles at all times.

A handwritten signature in blue ink, appearing to read 'S.H.', is positioned above the name of the Locum Town Clerk.

Samantha Haywood
Locum Town Clerk

AGENDA

1. APOLOGIES

MOTION: Committee to receive apologies and approve reasons for absence.

2. DECLARATIONS OF INTEREST and DISPENSATIONS

With reference to items on the agenda Members are reminded of their responsibility to declare interests and to update their Register of Interest as required.

3. MINUTES OF THE PREVIOUS MEETING

MOTION: Committee to approve and sign the minutes of the Amenities and Economic Regeneration Committee meeting held on 6 June 2023.

4. PUBLIC PARTICIPATION

Members of the public are invited to speak on issues relating to this agenda. The period of time designated for public participation in accordance with Standing Orders 3(e) and (f) shall not exceed 15 minutes, maximum of 3 minutes per person, and will be under the direction of the Chair.

5. ALVESCOT ROAD RECREATION GROUND – SIGNAGE FOR DOG OWNERS

MOTION: Committee to consider and decide upon quotes received for Keeping your Dog Under Control signs, and to decide upon the location for the signs, and who will erect them.

6. BOXING CLUB

MOTION: Committee to note an update report concerning the Boxing Club.

7. CEMETERY SPACE

MOTION: Committee to receive an update report from the Cemetery Working Group concerning the search for additional cemetery land and to remove/reduce the path to allow for another row of graves.

8. TOWN TWINNING

MOTION: Committee to receive an update report on the town twinning.

9. GRIT BINS

MOTION: Committee to note that the grit boxes have been inspected.

10. PERIMETER PATH AROUND RAF BN TO BLACK BOURTON

MOTION: Committee to consider complaints received regarding the path being overgrown with vegetation, and to make a recommendation to Full Council.

11. WORKS FOR AUTHORISATION

MOTION: Committee to consider and approve the quotes received for asbestos testing at the ARRG pavilion shower area.

MOTION: Committee to consider and approve the quotes received for the annual cut of Willows Meadows.

MOTION: Committee to consider and approve the quotes received for the installation of a new exit light at the Town Hall.

MOTION: Committee to consider and approve the quotes received for the replacement of LED lighting at the Town Hall.

MOTION: Committee to consider and approve the quotes received for works to the tree adjacent to 184 Queens Road.

MOTION: Committee to consider and approve the quotes received for works to a tree at Willow Meadows.

MOTION: Committee to consider and approve the quotes received for trimming of the hedge Mayfield Close/Hawthorn Grove.

12. BIN AT NETHERAVON CLOSE/QUEENS ROAD

MOTION: Committee to receive an update report on the bin that has been removed.

13. DATE OF NEXT MEETING

Tuesday 12th December 2023, 6pm, at the Town Hall.

Members of the press and public welcome

Any heading that is underlined, please click on to take you to the relevant supporting information.

SUPPORTING INFORMATION

AGENDA ITEM 3 – DRAFT MINUTES OF PREVIOUS MEETING

CARTERTON TOWN COUNCIL
MINUTES OF THE MEETING OF THE
AMENITIES AND ECONOMIC REGENERATION COMMITTEE
HELD AT THE TOWN HALL ON TUESDAY 13 JUNE 2023 COMMENCING AT 6.00 PM
DRAFT

Present:	Cllr N King	Chair
	Cllr R Brooks	Vice-Chair
	Cllr S Baylis	
	Cllr R Crapper	
	Cllr K Godwin	
	Cllr N Leverton	(ex-officio)
	Cllr M McBride	
	Cllr K Wood	
	Cllr L Wood	(ex-officio)

In attendance: Ashley Farmer (Boxing Club – Item 7)
2 x members of the public

Officers: Kay Linnington – Clerk
Lyndy Dennis – Deputy Clerk

1 ELECTION OF CHAIR

Nominations were put forward for Cllr King (proposed by Cllr Brooks and seconded by Cllr Baylis) and Cllr McBride (proposed by Cllr Leverton and seconded by Cllr Crapper). A vote was taken with the majority in favour of Cllr King, who was duly elected as Chair of the Amenities and Economic Regeneration Committee for the year 2023/2024.

2 ELECTION OF VICE-CHAIR

Nominations were put forward for Cllr Brooks (proposed by Cllr L Wood and seconded by Cllr Godwin) and for Cllr McBride (proposed by Cllr Crapper and seconded by Cllr K Wood). A vote was taken with the majority in favour of Cllr Brooks was duly elected as Vice-Chair of the Amenities and Economic Regeneration Committee for the year 2023/2024.

3 APOLOGIES

Apologies were received from Cllr Croft.

4 DECLARATIONS OF INTEREST

Cllr K Wood declared an interest in Item 12(g), as she knows the homeowner.

Cllr McBride declared an interest in Item 12(d), as he formerly worked for the glazing company that made Georgian Wire windows.

5 MINUTES

The minutes of the meeting held on 10 January 2023, previously circulated, were approved as a true record and signed by the Chair, which was proposed by Cllr McBride and seconded by Cllr Baylis.

6 PUBLIC PARTICIPATION

Ashley Farmer spoke in support of the proposed Boxing Club at Item 7. He has lived in Carterton all his life. He had served as Town Councillor from 2007-2014, during which time the Town Hall was extended, and the Market Square built. At that time, he was the Council's representative on the Football Club Management Committee where he assisted with matters such as fire safety, an extension to the building for mini soccer, put in the new stand and any other improvements needed at the time. The Windrush Valley Amateur Boxing Club had been flooded out of their building in Witney and moved into the Football Club to do their training. He had drawn up the lease for them to stay there, but due to the need to take down their boxing ring and punch bags after each session, it was not practical, and they moved to Bampton where they have remained since.

He has seen the Boxing Club in action and was very impressed with the work they do with young people. They are taught how to look after themselves in terms of fitness, health and nutrition, discipline, aggression management, team work etc. The Club is run by volunteers offering affordable sessions held on three evenings a week and Sunday lunchtimes. A lot of young people from Carterton are members. He suggested that Councillors visit the Club in Bampton to see for themselves the work they do.

In 2020, he had been asked whether it would be possible for the Club to move back to Carterton, particularly to work with young people that are likely to get into trouble with crime, anti-social behaviour and drugs. He spoke to the Police and other contacts, and it seems a good idea to follow this up. He has searched extensively for suitable premises. Renting would cost in the region of £30,000 a year, whereas their current rent is £7,000. One possibility was to purchase one of the industrial units on Brize Meadow; another was to extend the Pavilion on Monahan Way and he had been in touch with officers at WODC about this, but they would prefer that this have a commercial aspect that included a bar/café and he would have concerns about the proximity of alcohol to a youth facility; and finally there is the land at the Community Centre on Shilton Park, which is currently the car park.

When the Community Centre was originally opened the Council had planning permission for a two-storey building on the car park area, which was never taken forward, but this would be an ideal location. He had produced a report detailing his proposal, previously circulated, which would provide a 300 sqm building that would leave some parking space as well. The area is well-lit and safe, with good access, and present benefits over the other two options.

He asked whether the Council would support having the Boxing Club on this site and, if agreed, he could then seek planning permission and grant funding to take it forward. There would be merit in this being a two-storey building so that it could include a comprehensive facility for the young people of the town. WODC's Young People Needs Assessment identified a local need and with Got2B ceasing to operate from July this year, this would be a good opportunity to fill this gap. He would propose having the Boxing Club on the first

floor and a youth facility on the ground floor. A separate building would be more appropriate than an extension to the Community Centre, as it would provide an enclosed space.

He then took questions from Councillors. It was queried whether MOD had any properties that could be used; the possibility of working with West Oxon Boxing Club at Crawley Mill; and whether the Football Club had any plans for development that could include the Boxing Club.

Ideally, he would propose that the building at the Community Centre be owned by the Town Council and managed by the Community Centre Management Committee. He understands that there may be concerns around how this could be funded. He estimates that a new building would take in the region of 2-3 years.

7 BOXING CLUB

This item was moved up the agenda as it was more appropriate to discuss it at this point in the meeting.

A discussion took place, with councillors generally supportive in principle, but more work would need to be done. It was suggested that the Council gain the opinions of residents in the vicinity of the Community Centre, and that WODC be approached again to see if a firm answer could be gained on the option for a building on Monahan Way. It was also queried whether the old ARRG Pavilion could be converted.

The committee recommended that a Working Group be convened to discuss this further, which was proposed by Cllr Baylis and seconded by Cllr Brooks.

8 ALVESCOT ROAD RECREATION GROUND – SIGNAGE FOR DOG OWNERS

A concern had been raised by a member of the public about dogs being allowed to run off the lead on the Recreation Ground and requested that Council consider putting up signage indicating that dogs should be kept on a lead.

Councillors were supportive of the idea of signage reminding dog owners that dogs should be kept under control rather than on a lead as the Recreation Ground is well used by dog owners to exercise their dogs. The committee recommended that officers investigate the cost of signage and report back either to this committee or full Council in due course.

9 PROJECTS UPDATE

(a) Tree Planting

On Tuesday 30 May, the Mayor, Deputy Mayor and Deputy Clerk accompanied John Platts, who is the landscape architect overseeing the project, on a walkabout around the town, to see how the trees from Phase 3A and the newly planted trees in Phase 3B are progressing.

The sites of some of the vandalised trees situated on Burford Road were visited and talked about possible solutions to protect them if they were to be re-instated. John is looking into pricing for galvanized steel surrounds. He will report back in due course. There are 80-85 new trees planted in Phase 3A and 3B.

It was queried whether the metal surrounds on the 13 now well-established trees in the town centre could be moved to protect the ten new trees at the Community Garden. The Deputy Clerk had looked into this, though this would leave these trees exposed to vandalism as well.

It was suggested that a full report is drawn up that includes all the phases so far, detailing what the budget

was, what was actually spent, additional costs due to vandalism and moving some of the trees, together with estimated cost and timeframe for Phase 3C and 3D. Knowing these facts would help when councillors are approached by members of the public. It was proposed by Cllr Brooks, seconded by Cllr McBride, that further work on the project be suspended until the full report was available.

It was recommended that the Deputy Clerk obtain two quotes for ten galvanised tree surrounds for the July Town Council meeting, which was proposed by Cllr King and seconded by Cllr Godwin.

(b) Carterton Community Family Garden

On Friday 26 May, Cllr Martin McBride, Mayor Kathy Godwin, Town Clerk Kay Linnington and Deputy Clerk Lyndy Dennis welcomed the Lord Lieutenant, Mrs Marjorie Glasgow BEM, to officially open the garden. They were also joined by some of town councillors and members of the public.

She began her visit with a tour of St John's Primary School and was then joined by some of the pupils to scatter some wild seeds and open the garden, with a few words about the importance of community and having somewhere to sit and enjoy a peaceful place and enjoy nature.

Before heading off, she toured the food bank situated at the Community Centre and enjoyed light refreshments.

10 BINS – NETHERAVON CLOSE/QUEENS ROAD

A number of concerns have been raised by the public in Cllr L Wood's ward about the removal of a bin on the green area between Netheravon Close and Queens Road. It was recommended that a site visit take place, and that bins in Rock Close and other areas be included, which was proposed by Cllr Godwin and seconded by Cllr L Wood.

11 CEMETERY

An overview detailing the number of grave spaces remaining at Black Bourton Cemetery was circulated for consideration. There are currently 21 grave spaces available for use – 15 in the newly consecrated section and 6 in the older section of the cemetery, which it is estimated will be filled in approximately 12-18 months. This is the best estimate based on previous years. A further 29 plots could be made available by consecrating the remaining spaces and removing some, or all, of the pathway that divides the old and new sections of the cemetery, giving a further 18-24 months timespan. There are several years of availability left for ashes plots as these are smaller and take up less space, but it is difficult to give an exact timescale for these.

The owners of land adjacent to the cemetery have been approached over the years, to see if they would be willing to sell to the Town Council to provide extra plots but unfortunately none are willing. Even so, the land would need to be tested for suitability for burials. Trial holes have also been dug at various locations in Carterton and none of the land has proved suitable.

A report that went to Council in October 2011 by the Town Clerk at the time, Janet Eustace, set out a number of controls required by the Environment Agency as to where a cemetery could be located, as follows:

- 250m minimum distance from portable groundwater source
- 30m minimum distance from a watercourse or spring
- 10m minimum distance from field drains
- No burials in standing water.

It was concluded at the time that it was beyond in-house abilities to find a possible site and suggested that the Council should employ an expert to undertake a study with a brief to find the most suitable locations in the area.

Ashley Farmer had worked on sourcing additional cemetery space when he had been a Town Councillor, and he was asked to speak on this item. He had organised some trial digs on land towards Kencot and to the north of Carterton on the new road into Swinbrook Park, which is owned by David Wilson Homes. The land is stony with clay underneath the rock but might be possible. He recommended looking at more detail where new graves could be placed within the current cemetery, because any new cemetery would take 18 months to two years. A new cemetery should be easily accessible by public transport.

The committee recommended that a Working Group is set up to look at this. The cost of employing a consultant to search for a new cemetery site should be investigated, which was proposed by Cllr King and seconded by Cllr Brooks.

12 WORKS FOR AUTHORISATION

(a) Market Square – Ground Lights. Installation of a photocell to work in conjunction with the time clock for full automated control of the external ground lights. The ground lights on the square would come on and off in line with the sun rise and sun set, eliminating the need to have to keep changing the timer located in the Town Hall in summer and winter. The cost would be £119 plus VAT.

The committee recommended that this work be approved, which was proposed by Cllr Godwin and seconded by Cllr K Wood.

(b) Town Hall – Fire Safety. Following recent problems with door guards not closing upon Fire Alarm activation, it is recommended that they are replaced throughout the building for new battery-operated door holders that specifically identify the fire alarm tone, at a cost of £895 plus VAT, and to install a new Fire Alarm call point to first floor landing, at a cost of £135 plus VAT.

The committee recommended that this work be approved, which was proposed by Cllr K Wood and seconded by Cllr Brooks.

(c) Tree work – Richens Drive. Following a site visit to the above location, the contractor recommends the following work to these Council owned trees:

- T74 Ash - The tree leans to the east, with excessive weight at the end of branches overhanging properties and footpaths, evidence of branch failure and deadwood and is liable to continued branch failure in the future.
- T75 Ash - The tree is suppressed by adjacent Field Maple, has poor structural form, deadwood through the crown, possible symptom of Ash dieback. These trees have a limited safe lift expectancy, and it is recommended that removal is considered and replacement with trees of more suitable longevity and safety.
- T77 Field Maple. It is recommended to reduce the crown spread from the adjacent property by two metres and remove climbing Ivy.
- Box Elder. It is recommended to raise the crown height to three metres.

The cost of the above works would be £1,500 plus VAT.

It was noted the trees were on unadopted land and suggested looking into whether the Council could adopt the land at a later date.

The committee recommended that these above tree works be approved, with the exception of replacement trees, which was proposed by Cllr K Wood and seconded by Cllr McBride.

(d) Streatfield House – The Shake Shop and Fitfigures. David Richings has hired Covenant Management to look after the maintenance of Streatfield House. The project manager has contacted the Council to ask about a contribution to ongoing maintenance expenses, which would be on a 2/11th share basis. In the past, the Council has contributed to costs that affect these two shops, which the Council own. Details of the costs were circulated with the agenda.

It was queried whether these items were included in the terms of the lease and when was this due for renewal. The committee deferred a decision until the full Council meeting in July, pending further information on the lease, which was proposed by Cllr King and seconded by Cllr Godwin.

(e) Squash Club – replacement window. The window at the Squash Club was vandalised and reported to TVP. Carterton Town Council is responsible for replacing the window. Three quotes were obtained from suppliers.

The committee recommended that the quote from Cotswold Windows and Doors at a cost of £275 is accepted, subject to checking for any further works to windows in the Quinquennial Report.

AT THIS POINT, THE MEETING HAD REACHED THE TWO-HOUR DEADLINE AS STATED IN THE STANDING ORDERS. THE COMMITTEE TOOK A VOTE ON WHETHER TO SUSPEND THE STANDING ORDERS TO ENABLE THE MEETING TO CONTINUE PAST 8PM. ALL WERE IN FAVOUR AND THE MEETING RESUMED.

(f) Empire Drive Playground – seesaw. The Robinia wood upright cradle which supports the seesaw in the middle had split and became dangerous to anyone using the equipment. The seesaw has been removed for safety. The cost to repair it would be £1,850 plus VAT, and to replace with a new seesaw would be £2,834.28 plus VAT. This park has £81,000 of S106 money for maintenance over a five year period from the handover date.

The committee recommended that the seesaw is replaced at a cost of £2,834.23 plus VAT, which was proposed by Cllr K Wood and seconded by Cllr Baylis.

(g) Removal of Asbestos Sheets – Council land adjacent to 50 Swinbrook Road. The homeowner reported that there were some asbestos sheets on Council land adjacent to his property, which was dogdiscovered by workmen. Four quotes were obtained to remove and dispose of asbestos cement debris, in strict accordance with current asbestos regulations.

The committee recommended that the quote from Amity Group is accepted at a cost of £220 plus VAT, which was proposed by Cllr Godwin and seconded by Cllr K Wood.

(g) Sensory Garden bench. The bench has recently been repaired after the joints became loose and it now needs to be set in concrete. The Trefoil Guild who maintains the garden have no funds to pay for this. Two quotes were obtained.

The committee recommended that the from Ubico is accepted at a cost of £250 plus VAT, which was proposed by Cllr K Wood and seconded by Cllr Crapper.

(h) Future works. The following works were identified for future consideration:

Replacement of wooden boardwalks at Willow Meadows and wooden bark chip retainers at the ARRG playground. After the Council meeting on 18 April 2023, the Deputy Clerk was tasked to investigate an alternative to the current wooden bark chips retainers are ARRG as they are failing on a regular basis. A company has been sourced that provide high quality recycled plastic produces that will not rot and would last for many years, saving money in the long run. The company also do recycled plastic anti-slip footpath planks, which could be an alternative to the two current wooden boardwalks at Willow Meadows, which again rot and break regularly. Quotes have been obtained to replace the retainers and boardwalks with both wood and the plastic alternative to see the difference in costings.

Bark chip retainers	Wood	£13,475 + VAT
	Plastic	£21,215 + VAT
Boardwalks	Wood	£7,830 + VAT
	Plastic	£12,850 + VAT

The Play Areas Working Group would look at the alternative bark chip retainers as part of the renovation of the ARRG playground, which was proposed by Cllr McBride and seconded by Cllr Godwin. With regard to Willow Meadows, the committee would like to have a Working Group to look at Willow Meadows as a whole, so recommended that the Deputy Clerk obtain a quote to repair and broken sections of the boardwalk only, which was proposed by Cllr K Wood and seconded by Cllr Godwin. It was further proposed by Cllr King and seconded by Cllr Godwin that the costs should be circulated to the committee by email for consideration.

13 TOWN TWINNING

At the Annual Town Meeting in May 2023, a resident asked whether the Council could consider the twinning of Carterton UK with Carterton in New Zealand. The resident would be visiting New Zealand later in the year and would like to take a message or card from our Town Council to their Town Council. Former councillor, Maxine Crossland, who had knowledge on twinning, offered to meet with the Town Clerk as she had been to Carterton in New Zealand and formed a 'Bond of Friendship' with them in 2007. She explained that Carterton in Oxfordshire had not been previously twinned with Carterton in New Zealand due to cost implications to the Town Council. The Clerk said she had made enquiries on how twinning works but has not had any feedback yet. We are known to them as the 'twin sister' and both towns bear a striking similarity – their town was also founded by a 'Mr Carter' and has a Town Crier magazine. The Clerk recommended that the enquiries are chased up on Twinning and that a letter or card is composed in conjunction with the resident who has kindly offered to hand deliver this.

The committee recommended that a letter is drawn up for the resident to take with her to New Zealand, and that further information is sought on the procedure and costs for officially Twinning the two towns.

14 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the Press and Public be excluded from the Meeting.

There were no confidential matters to discuss.

(as there weren't any confidential items, should we leave this whole section out?)

The Meeting ended at 7.25 pm.

Chair

AGENDA ITEM 5 - ALVESCOT ROAD RECREATION GROUND – SIGNAGE FOR DOG OWNERS

Minute from last meeting:

“A concern had been raised by a member of the public about dogs being allowed to run off the lead on the Recreation Ground and requested that Council consider putting up signage indicating that dogs should be kept on a lead.

Councillors were supportive of the idea of signage reminding dog owners that dogs should be kept under control rather than on a lead as the Recreation Ground is well used by dog owners to exercise their dogs. The committee recommended that officers investigate the cost of signage and report back either to this committee or full Council in due course.”

Quotes:

KEY SIGNS

keysigns.co.uk/signs-c2/general-information-signs-c14/dog-signs-c311/please-keep-dogs-under-close-control-sign-p2089?utm_source=googl...



Please Keep Dogs Under Close Control Sign

Code: G652F

£18.20

RRP £20.40 | Save: £2.20 (11%)

Item in Stock

200mm x 300mm

3mm Plastic

Qty - 1 +

1+	4+	10+	20+	50+
£18.20	£17.58	£16.85	£12.78	£12.66

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THE SIGN SHED



PLEASE KEEP TO THE FOOTPATH
AND KEEP DOGS UNDER CONTROL
SIGN

£7.32 INC VAT

SKU: B8667/26/H

Size

A4 (297 x 210 mm)

400 x 300 mm

A2 LARGE 594 x 420 mm (24"x16")

Material

1mm Rigid Plastic

3mm Recycled Plastic

3mm Composite Aluminium

Fixings

No fixings

Holes in 4 corners

Sticky foam pads

INC VAT EXC VAT

Qty	Saving	Price (INC VAT)
5+	5%	£6.95
10+	10%	£6.59
25+	15%	£6.22
50+	20%	£5.86
100+	35%	£4.76

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Ref: G54QP

- Ref: G54QP
- Please keep dogs under close control sign
- 150 x 200mm
- 3mm PVC board

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5+	£4.65

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AGENDA ITEM 6 – BOXING CLUB

Minute from last meeting:

“A discussion took place, with councillors generally supportive in principle, but more work would need to be done. It was suggested that the Council gain the opinions of residents in the vicinity of the Community Centre, and that WODC be approached again to see if a firm answer could be gained on the option for a building on Monahan Way. It was also queried whether the old ARRG Pavilion could be converted. The committee recommended that a Working Group be convened to discuss this further.”

Update from Cllr Tarpey:

A working group for the Boxing Club has been formed. So far, group members include:

- Mike Tarpey
- Phil Godfrey
- Ashley Farmer
- Dan Hall

Further members of the public are expected to join.

It is likely that the first working group meeting will be after the next Full Town Council meeting.

AGENDA ITEM 8 – TOWN TWINNING

Minute from last meeting:

‘At the Annual Town Meeting in May 2023, a resident asked whether the Council could consider the twinning of Carterton UK with Carterton in New Zealand. The resident would be visiting New Zealand later in the year and would like to take a message or card from our Town Council to their Town Council. Former councillor, Maxine Crossland, who had knowledge on twinning, offered to meet with the Town Clerk as she had been to Carterton in New Zealand and formed a ‘Bond of Friendship’ with them in 2007. She explained that Carterton in Oxfordshire had not been previously twinned with Carterton in New Zealand due to cost implications to the Town Council. The Clerk said she had made enquiries on how twinning works but has not had any feedback yet. We are known to them as the ‘twin sister’ and both towns bear a striking similarity – their town was also founded by a ‘Mr Carter’ and has a Town Crier magazine. The Clerk recommended that the enquiries are chased up on Twinning and that a letter or card is composed in conjunction with the resident who has kindly offered to hand deliver this.

The committee recommended that a letter is drawn up for the resident to take with her to New Zealand, and that further information is sought on the procedure and costs for officially Twinning the two towns.’

CLlr Godwin advised “Would you like a councillor to pick up the investigation of twinning of Carterton UK with Carterton NZ? Faringdon Council recently completed a twinning and reported that this was not onerous or expensive”. Cllr Godwin’s offer has been accepted.

AGENDA ITEM 9 – GRIT BINS

Cllr Godwin and Cllr Melvin have checked the grit boxes before the winter season and reported:

- 2 x grit boxes on Alvescot Road (1 owned by OCC and another privately by Carterton Health Centre) - both are full but need clearing of litter.
- 1 x grit box on the Shilton Road and Shillbrook Avenue junction - almost full
- 1 x grit box on York Road and Britannia Crescent junction - box is broken and needs replacing – MOD road so they will be asked to replace the box.

AGENDA ITEM 10 - PERIMETER PATH AROUND RAF BN TO BLACK BOURTON

OCC was responsible for maintaining rural footpaths around the town including the perimeter path but due to lack of money, they gradually dropped many of their services including general maintenance of footpaths. The Perimeter path runs from the bottom of The Crescent (end of Milestone Rd) right round RAF BN to Black Bourton.

The Town Council took over cutting back the vegetation twice a year from The Crescent to the back entrance to Willow Meadow. RAF BN is responsible for the section of path that runs along the bottom of the runway. We believe that some of the path is also owned by several farmers and Black Bourton.

UBICO is the contractor who cuts back the vegetation twice a year and has confirmed that the part

they are responsible for has been trimmed back.

We have been in touch with the MOD to chase up their part of the path as it still hasn't been done. There is an assessment team, so will be cut back when they've paid a visit. No timeframe given.

RECOMMENDATION:

That Council do not maintain the footpath as it is not our property. However, that Council confirm with OCC that if they want us to maintain their section of the path that we receive appropriate grant funding towards the cost of the maintenance – as they do for grass cutting.

AGENDA ITEM 11 – WORKS FOR AUTHORISATION – ARRG PAVILION ASBESTOS TESTING

Asbestos testing – Shower area (deferred at previous council meeting to acquire quotes).



Quote 1:

Cost: £180.00 + VAT

Quote 2:

Cost: £95.00 + VAT

Quote 3:

Cost: £165.00 + VAT

AGENDA ITEM 11 – WORKS FOR AUTHORISATION – ANNUAL CUT OF WILLOW MEADOWS

Annual cutting of the grass in Willow Meadows – one pass operation (topping and mulching) to be completed after 15 July.

D & S New is the Council's preferred supplier – David New has done the cut for many years because he is very knowledgeable regarding the habitat there, for example, rare orchids.

Due to the amount of rain and extra growth, the cut will take longer to do as there is much more material than in past years. There is approximately two thirds more volume.

Cost: £750.00 + VAT

Second cut at the end of the year, if required.

Cost: £400.00 + VAT

AGENDA ITEM 11 – WORKS FOR AUTHORISATION – INSTALLATION OF NEW EXIT LIGHT – TOWN HALL

- Remove exit light by old front door and make safe if needed.
- Installation of new directional arrow light above main hall door.

Azura are our preferred supplier so one quote obtained.

Cost: £151.00 + VAT

AGENDA ITEM 11 – WORKS FOR AUTHORISATION – REPLACEMENT LED LIGHTING – TOWN HALL

- Replace 1 x 5ft, 2 x 6ft and 1 x Emergency bulkhead in open area outside kitchen with LED equivalent.
- Replace 1 x 6ft in store room (boiler room) with LED equivalent.

Azura are our preferred supplier so one quote obtained.

Cost: £339.00 + VAT

AGENDA ITEM 11 – WORKS FOR AUTHORISATION – TREE WORKS ADJACENT TO 184 QUEENS ROAD

Collapsed CTC tree adjacent to 184 Queens Road.

Remove storm damaged Council-owned tree. Grind out the remaining stump. Backfill grindings and additional topsoil to level ground.



Town & Country are our preferred supplier so one quote obtained.

Cost: £450.00 + VAT

**AGENDA ITEM 11 – WORKS FOR AUTHORISATION – WILLOW MEADOWS TREE WORKS
ADJACENT TO THE ORCHARD**

Willow Pollard has collapsed from Council side of stream into paddock adjacent to The Orchard.
Remove collapsed stems from paddock.



Town & Country are our preferred supplier so one quote obtained.

Cost: £700.00 + VAT

**AGENDA ITEM 11 – WORKS FOR AUTHORISATION – HEDGE TRIMMING ADJACENT TO MAYFIELD
CLOSE / HAWTHORN GROVE**

Conifer Hedge – between Mayfield Close and Hawthorn Grove. Land Registry ON114305

To trim and reduce Council-owned conifer hedge adjacent to no 28 Mayfield Close. Not on UBICO or McCracken contract.



Two preferred suppliers contacted for quotes:

Quote 1

Cost: £280.00 + VAT

Quote 2

Cost: £320.00 + VAT

AGENDA ITEM 12 – BIN AT NETHERAVON CLOSE/QUEENS ROAD

Last meeting notes state:

“A number of concerns have been raised by the public in Cllr L Wood’s ward about the removal of a bin on the green area between Netheravon Close and Queens Road. It was recommended that a site visit take place, and that bins in Rock Close and other areas be included”.

We have been in contact with Louise Oddy at WODC who advised that “a bin has been put back in the area. A dual bin that was installed on Netheravon Close during the initial bin project is located by the school gates, in the exact same location as the previous bin was.”

The Clerk is currently investigating what bins the Town Council own and whether a bin audit has been carried out. If needed, an audit of all bins will be carried out to ensure they are adequate, in the correct place, and allow for recycling.