

Carterton Town Council

Town Hall
Alvescot Road
Carterton
Oxon OX18 3JL
Tel: 01993 842156
Email: clerk@carterton-tc.gov.uk
www.carterton-tc.gov.uk

24th April 2024

Chair: Cllr K Godwin
Vice-Chair: Cllr L Wood
Members: Cllr S Baylis, Cllr R Brooks, Cllr R Crapper, Cllr C Croft, Cllr P Godfrey,
Cllr J Guest, Cllr N King, Cllr E Leeming, Cllr N Leverton, Cllr M McBride,
Cllr M Mead, Cllr D Melvin, Cllr M Tarpey, Cllr K Wood

You are hereby summoned to attend an EXTRAORDINARY meeting of **CARTERTON TOWN COUNCIL** on **Tuesday 30th April 2024 at 6.00pm** at the Town Hall.

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 all Members, Officers, and members of the public, with civility and respect at all times. We please ask that members of the public do the same.

A handwritten signature in black ink, appearing to be 'SG'.

Simon Garwood
Chief Officer/Town Clerk

AGENDA

- 1. APOLOGIES**
MOTION: Council to receive apologies 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 Interests accordingly.
- 3. PUBLIC PARTICIPATION**
Members of the public are invited to speak on matters on this agenda. The period of time designated for public participation in accordance with Standing Orders shall not exceed 15 minutes, max. 3 minutes per person, and will be under the direction of the Chair.
- 4. WORKS FOR AUTHORISATION**
MOTION: Council to consider and approve the recommendation to trim back the trees overhanging Brownes Lane.

5. CLOSURE OF MEETING TO THE PRESS AND PUBLIC

MOTION: Pursuant to s1(s) of the Public Bodies (Admissions to Meetings) Act 1960, and Standing Order 3d, Council to consider and approve the meeting to be closed to the press and public in order to consider the next agenda item due to confidentiality and commercial sensitivity.

Reminder: Please turn off any recording equipment at this point.

6. UPDATE ON THE SHAKE SHOP AND SQUASH CLUB LEASES

MOTION: Council to consider and approve the request from the Shake Shop to transfer the lease for the ground floor of 1 Streatfield House, Burford Road Carterton, to the new business owners.

MOTION: Council to delegate authority to the Clerk to negotiate and agree the Heads of Terms (including appropriate rent levels) for 1 Streatfield House and Carterton Squash Club.

7. LAND LEASED BY CARTERTON FOOTBALL CLUB

MOTION: Carterton Town Council to explore the potential sale of the land currently leased by Carterton Football Club.
(Including presentations from David Wilson Homes and Carterton Football Club).

8. DATE OF NEXT MEETING

Council to note the date of the next meeting as 21st May 2024 at 7pm.

Members of the Press and Public Welcome

Please click on any heading underlined to take you to the relevant supporting information.

ITEM 4: WORKS FOR AUTHORISATION

Overhanging Trees at Brownes Lane

The Funfair which visits annually have requested that the overhanging trees at Brownes Lane be cut back as the branches scratch the paint work on their tall vehicles. CTC have cut back the branches in the past as we are entitled to cut back to the boundary line. The residents have been informed of the required maintenance needed and will liaise with them again once a date has been set to carry out the work.

There are also an additional two trees which belong to CTC that are located on the REC which also hang onto the path. The maintenance needs to be completed by 3 June.

We received three quotes but as there are birds nesting in some of the trees, one supplier was discounted on the account that they are landscapers and not Arboriculturists who understand the strict rules applied to the nesting season when carrying out maintenance and have the necessary qualifications.

Summit Trees Limited

- Leyland Cypress x 2 – reduce all branches overhanging road to within 0.5m of boundary fence and clear streetlamp by 1.5m.
- Elder, pyracantha – prune overhanging branches to boundary fence.
- Ash x 2 - Dismantle to ground level and treat stumps with eco plugs to prevent regrowth.
- Leyland cypress x 4 & ash - Reduce all branches overhanging road to within 0.5m of boundary fence.
- 5/6. Horse chestnut & Lime - Remove lower branches to lift canopy to 5m over road and reduce remaining crown over road by up to
- 2.5m in branch length. Remove epicormic growth.

Cost:

£1,250.00 + VAT

Town & Country Trees

1. **Leyland cypress screen (x2 trees)**
Reduce side of screen overhanging road back to within 0.5 metres from boundary fence line Clear streetlight head by 1.5 metres
2. **Elder/Pyracantha** – Prune overhang back to boundary fence line
3. **Ash x2-** (self-sown trees close to garage block, highly likely to cause structural damage to buildings) Section fell trees to leave stumps cut as close to ground level as situation allows
Systemically treat the remaining stumps to avoid regrowth
4. **Cypress screen (x5 trees), Ash sapling**
Cut back Ash sapling to fence line
Reduce lateral spread of screen overhanging road to within 0.5 metres from boundary fence line
5. **Horse chestnut** – Tree no. 0267
Raise crown height over access road to 5 metres high
Reduce remaining crown spread over parking area and road by up to 2.5 metres in branch length Remove lower epicormic growth
6. **Lime** – Tree no. 0268
Reduce lower extending lateral branch to south to previous
Reduce remaining crown symmetry overhang parking area and access road by up to 3 metres in branch length, remove lower epicormic growth

Cost:

£1,200.00 + VAT

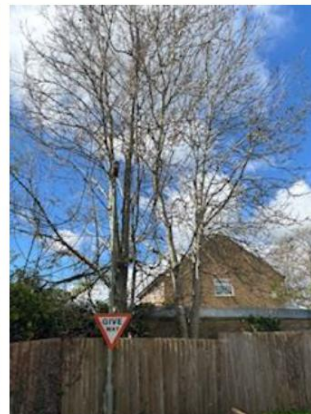
1. Leyland cypress screen



2. Elder/Pyracantha



3. Ash x2



3. Ash x2



4. Cypress screen



4. Cypress screen



5. Horse chestnut T0267



6. Lime T0268



Recommendation: That council approve Town & Country Trees to carry out the maintenance at a cost of £1,200.00 + VAT as they are CTC's preferred supplier, having carried out work excellent work for us in the past and providing us with the most competitive quote.

See official quotes below:

QUOTATION

Lyndy Dennis
Carterton Town Council Town Hall
19 Alvescot Road Carterton Oxfordshire OX18 3JL
GBR

**Date**

22 Apr 2024

Expiry

22 May 2024

Quote Number

QU-1806

8 Breakspear Way
North Leigh
Witney Oxfordshire OX29 6AF



07791 771542 / 01993 657352
www.summittrees.com

Description	Quantity	Unit Price	VAT
Amount GBP			
7. Leyland cypress x2 - Reduce all branches overhanging road to within 0.5m of boundary fence and clear street lamp by 1.5m			
8. Elder, pyracantha - Prune overhanging branches to boundary fence.			
3. Ash x2 - Dismantle to ground level and treat stumps with eco plugs to prevent regrowth.			
4. Leyland cypress x4 & ash - Reduce all branches overhanging road to within 0.5m of boundary fence.			
5/6. Horse chestnut & Lime - Remove lower branches to lift canopy to 5m over road and reduce remaining crown over road by up to 2.5m in branch length. Remove epicormic growth.			
1.00	1,250.00	20%	1,250.00
			Subtotal 1,250.00
		Total VAT 20%	250.00

Many Thanks
Summit Trees Limited
**National Diploma in Forestry
and Arboriculture NPTC
Qualified Workforce**

VAT
Registr
ation
No:
342418
125
Compa
ny No:
124084
73

Registered Office: The Old Chapel, Union Way, Witney, Oxfordshire, OX28 6HD



Lyndy Dennis
Admin Assistant
Carterton Town Council
Town Hall, Alvescot Road
Carterton, Oxon
OX18 3JL

Our Ref: 12457CTC-BH-ARRG-v2
20 April 2024

Dear Lyndy

Re: Access Road to Brownes Hall and Alvescot Road Recreation Ground, OX18 3JH.

Following my visit to the above location on Tuesday 2nd April, please find below my amended quotation for the work as requested.

- Leyland cypress screen (x2 trees)**
Reduce side of screen overhanging road back to within 0.5 metres from boundary fence line
Clear streetlight head by 1.5 metres

2. **Elder/Pyracantha** - Prune overhang back to boundary fence line
3. **Ash x2-** (self-sown trees close to garage block, highly likely to cause structural damage to buildings)
Section fell trees to leave stumps cut as close to ground level as situation allows
Systemically treat the remaining stumps to avoid regrowth
4. **Cypress screen (x5 trees), Ash sapling**
Cut back Ash sapling to fence line
Reduce lateral spread of screen overhanging road to within 0.5 metres from boundary fence line
5. **Horse chestnut** - Tree no. 0267
Raise crown height over access road to 5 metres high
Reduce remaining crown spread over parking area and road by up to 2.5 metres in branch length
Remove lower epicormic growth

A tree surgery company with the integrity you can trust

Town & Country Trees Ltd • 1 St James Court, Stonesfield, Witney, Oxfordshire OX29 8QW

Tel: 0845 458 2980 • Mobile: 07976 261850 • Email: info@townandcountrytrees.co.uk • Web: www.townandcountrytrees.co.uk



VAT No. 663 4834 17 Company registered in England No. 04227363 Registered Office: 1 St James Court, Stonesfield, Witney, Oxfordshire OX29 8QW

6. **Lime** - Tree no. 0268
Reduce lower extending lateral branch to south to previous
Reduce remaining crown symmetry overhang parking area and access road by up to 3 metres in branch length, remove lower epicormic growth

<i>Net Total</i>	= £1200.00
<i>VAT @ 20%</i>	= £ 240.00
<u>Total Cost</u>	<u>=£1440.00</u>

If you find this quotation acceptable or have any further queries, please do not hesitate to contact me.

Yours sincerely

Paul Hodkinson
Director

Notes:

On acceptance of this quotation, you are deemed to have agreed with our "Terms and Conditions of Service", a copy of which is attached.

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