

Carterton Town Council

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16th April 2026

Chair: Cllr M Mead
Vice-Chair: Cllr S Watson

Members: Cllr R Brooks, Cllr R Crapper, Cllr S Evans, Cllr K Godwin, Cllr J Guest, Cllr E Hatton, Cllr N King, Cllr C Lincoln, Cllr M McBride, Cllr D Melvin, Cllr S Vaughan, Cllr K Wood, Cllr L Wood and one vacancy.

You are hereby summoned to attend an ordinary meeting of **CARTERTON TOWN COUNCIL** on **Tuesday 21st April 2026 at 7.00pm** at the Town Hall.

Under the Openness of Local Government Bodies Regulations 2014 the Council's public meetings are recorded, which includes filming, audio-recording as well as photography.

In accordance with the Council's standing orders any councillor or member of the public must inform all of those present if they wish to film, photograph, livestream or make an audio recording of meeting proceedings.

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.

Simon Garwood
Town Clerk and Chief Officer

AGENDA

PAGE NO.

- 1. APOLOGIES**
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. CHAIR'S OPENING REMARKS**
To receive an update from the Chair on any noteworthy matters not covered on the agenda.
- 4. 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 three minutes per person, and will be under the direction of the Chair.

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| 5. MINUTES OF THE PREVIOUS MEETING | To approve the minutes as an accurate record of the Town Council meeting held on 17 th March 2026. | PAGES 3 - 12 |
| 6. MONTHLY REPORTS | Council to note the Mayor's report.
Council to note the Clerks report.
Council to note the County and District Councillor reports. | PAGES 13 - 18 |
| 7. COMMITTEE AND WORKING GROUP MEETING MINUTES/NOTES | a) To note the minutes of the Planning Committee meeting on 17 th March 2026.
b) To note the minutes of the Finance & Governance Committee meeting on 7 th April 2026. | PAGES 19 – 21
PAGES 22 – 29 |
| 8. ASSET REGISTER | To note the changes to the council's asset register. | PAGES 30 – 31 |
| 9. FINANCE AND ACCOUNTS | a) To approve expenditure for March 2026 as detailed in the tables below.
b) To approve the bank reconciliation for March 2026.
c) To approve the statutory balance sheet for the financial year 2025/26
d) To note the final income and expenditure figures for the financial year 2025/26.
e) To note the final list of earmarked reserves for the financial year 2026/27. | PAGES 32 – 34
PAGES 35 – 36
PAGES 37 – 44
PAGE 43 |
| 10. TOWN CREST | Council are asked to note that RAF Brize Norton have amended their badge from the Edward Crown to the Tudor Crown and to consider whether this has any impact on the Carterton Town Crest. | PAGES 44 – 49 |
| 11. MOTION PROPOSAL FORM | To consider and approve the introduction of a Motion Proposal Form to support councillors in submitting clear and structured motions for consideration by the Council. | PAGES 50 – 51 |
| 12. ACCESS TO HEALTH SERVICES IN CARTERTON | To consider a motion regarding access to GP services in Carterton and to agree appropriate actions to engage with healthcare providers and relevant bodies. | PAGES 52 – 53 |
| 13. COMMUNITY GOVERNANCE REVIEW | To receive a briefing on the Community Governance Review process and to consider the options available to the Council in the context of future governance arrangements for Carterton. | PAGES 54 – 64 |
| 14. CARTERTON AREA STRATEGY | To note the written update on the Carterton Area Strategy. | PAGE 65 |
| 15. WORKS FOR AUTHORISATION | a) Painting and Decorating in the Town Hall
b) Items completed under delegated authority | PAGES 66 – 73 |
| 16. DATE OF NEXT MEETING | To note the date of the next meeting as Tuesday 19 th May 2026 at 7pm. | |

This will be the Annual Town Council Meeting and will include the Election of the Mayor, Deputy Mayor and Committees for 2026/27.

Members of the Press and Public Welcome



Carterton Town Council

**A MEETING of the TOWN COUNCIL was held on 17 MARCH 2026 at 7.00pm
in Carterton Town Hall and was attended by the following:**

Chair:	Cllr M Mead
Vice-Chair:	Cllr S Watson
Members:	Cllr R Crapper, Cllr S Evans, Cllr K Godwin, Cllr J Guest, Cllr N King, Cllr C Lincoln, Cllr M McBride, Cllr D Melvin, Cllr S Vaughan, Cllr K Wood, Cllr L Wood
Officers:	Simon Garwood (Town Clerk) Claire Evans (Deputy Clerk/RFO)
County Councillors:	Cllr T Overton (Brize Norton and Carterton East)
In attendance:	10 members of the public

ITEM	MINUTE	VOTE / ACTION
C135/25-26/1	APOLOGIES	
	<p>Apologies were received from the following:</p> <p>Cllr R Brooks and Cllr E Hatton.</p> <p>It was noted that Cllr N Leverton had resigned from the Town Council, creating a vacancy in Milestone Ward.</p>	
C136/25-26/2	DECLARATIONS OF INTEREST and DISPENSATIONS	
	<p>With reference to items on the agenda, Members are reminded of their responsibility to declare interests and update their Register of Interests accordingly. Members were reminded to declare any further interests should they arise during the meeting.</p> <p>Cllr Godwin and Cllr Guest – Family Centre at The Allandale.</p> <p>Cllr Melvin – previous involvement and occasional volunteer with West Oxfordshire Community Transport.</p> <p>Cllr Vaughan – involvement with Bereavement Café at Carterton WI, and Memory Garden project behind the Library.</p>	

C136/25-26/3	CHAIR'S OPENING REMARKS	
	<p>The Chair reported that Cllr Leverton had resigned from the Town Council. She paid tribute to his many years of service to the town and hoped that all Members would join her in wishing him well in his retirement.</p> <p>She reminded Members to update their Registers of Interest with the Clerk. The Register is published on both the Town Council and West Oxfordshire District Council websites.</p>	
C137/25-26/4	PUBLIC PARTICIPATION	
	<p>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, maximum of three minutes per person, and will be under the direction of the Chair.</p> <p>A member of the public spoke in support of the Carterton Connector bus service, highlighting its importance for accessibility. Council noted the value of the service and confirmed funding would be considered later in the meeting.</p>	
C138/25-26/5	MINUTES OF THE PREVIOUS MEETING	
	<p>IT WAS RESOLVED that the Minutes of the Town Council meeting held on 17 February 2026 be approved as an accurate record, subject to a small addendum regarding the 20mph speed limit discussion during the item on county councillor reports. Cllr Watson asked that it was recorded that the Town Council had not changed its mind from its initial decision.</p> <p>Cllr L Wood abstained as she had not been present at the meeting.</p>	<p>Proposed: KW Seconded: SW 12 in favour 1 Abstention</p>
C139/25-26/6	MONTHLY REPORTS	
	<p>Council to note the following monthly reports from the Mayor; Town Clerk; and County and District Councillors.</p> <p>(a) Mayor' report: No formal report submitted as there were no official engagements.</p> <p>(b) Town Clerk's report:</p> <p><u>Carterton Area Strategy – UK Town of Culture</u> WODC have recently appointed Michael Rich as Regeneration Lead to take forward work on this, and are exploring whether Carterton could be entered into the Government's new "UK Town of Culture" competition, which is intended to support</p>	<p>Noted</p> <p>Noted</p>

<p>towns in developing cultural programmes to build civic pride, strengthen local identity and attract investment. Expressions of Interest are required by 31 March 2026. Councillors were invited to note this development and discuss whether they wish to support WODC in exploring a potential submission.</p> <p>It was noted that Michael Rich was not local, being based in Northamptonshire, and as such Members would be interested to hear his opinion of the town. It was requested that a date be arranged for Councillors to meet with him.</p> <p>IT WAS RESOLVED to support WODC’s proposal to enter Carterton into the UK Town of Culture competition.</p> <p><u>Proposed change of date for the Christmas Lights Switch-On</u> Councillors were asked to consider changing the date from Saturday 28 November 2026 to Saturday 5 December 2026. This would avoid clashes with Witney’s Christmas events and a Christmas Market being held on Marigold Square. It would also give more time between Remembrance Sunday and Christmas Lights for the wreaths to be left for longer on the War Memorial, and give more time for event planning.</p> <p>The Chair of the Events Steering Group said that they had proposed 28 November, as this represented best value for money regarding the time the lights were up in the town centre; and that the organisers of the Christmas Market on Marigold Square could potentially work around our event to avoid a clash.</p> <p>It was felt that the clash with Witney’s event would not significantly affect ours, and that the short timespan between Remembrance and Christmas Lights had not previously been a problem. It was also preferable from residents’ perspective to keep to the same slot each year.</p> <p>IT WAS RESOLVED that the date for this year’s Christmas Lights event should remain as Saturday 28 November 2026.</p> <p><u>Land purchase – potential cemetery site</u> Initial discussions had taken place. The vendors’ preference is to sell the land as one parcel. Further work and guidance is being sought to take this forward.</p> <p><u>Pre-Election Period</u> Councillors were reminded that during the forthcoming pre-election period, commencing 30 March 2026, communications must remain politically neutral, Council resources should not be used for party-political purposes, and publicity should not promote individual councillors or political groups.</p> <p><u>Councillors and Media</u></p>	<p>Proposed: KW Seconded: KG All in favour</p> <p>Proposed: SW Seconded: DM 12 in favour 1 Abstention</p>
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	<p>Councillors were reminded of their responsibilities when engaging with the media, and should consult the Clerk if they have any questions.</p> <p><u>Emergency Planning</u> The recent water shortage due to a burst water pipe at Swinford Bridge highlighted the importance of ensuring that the Council’s local emergency arrangements remain up to date. An updated Emergency Plan is currently being prepared and will be presented to the Finance and Governance Committee for discussion before being brought to a future Town Council meeting for adoption.</p> <p>The Chair wished to acknowledge the support given by the Town, District and County Councillors and all those who supported residents during the water outage.</p> <p><u>REEMA North Development – Planning Permission</u> Planning permission has recently been granted for the REEMA North development. Officers will review the agreement once it is published to identify any potential S106 implications.</p> <p><u>David Wilson Homes – Emerging Proposals (Land north of Price Way)</u> Representatives from David Wilson Homes have requested an opportunity to brief councillors on their emerging proposals for land north of Price Way. The meeting will take place on Tuesday 24 March 2026 at 6.00pm, and will allow councillors to hear about the proposals and ask questions before any formal planning application is submitted.</p> <p>(c) District and County Councillor reports:</p> <p>Referring to the County Councillor report from Cllr Overton, it was queried whether any Carterton businesses had attended the Business Breakfast at Cokethorpe School. The report indicated that the town gully clearance was complete, but some streets have been missed. These had been reported on Fix My Street.</p>	Noted
C140/25-26/7	COMMITTEE AND WORKING GROUP MEETING MINUTES / NOTES	
	<p>Council noted the following draft minutes:</p> <p>(a) Planning Committee meetings held on 20 January and 17 February 2026.</p> <p>(b) Economic Regeneration and Environment Committee meeting held on 3 March 2026.</p> <p>(c) Grants Committee meeting held on 10 March 2026.</p>	Noted

C141/25-26/8	RECOMMENDATIONS FROM THE ECONOMIC REGENERATION AND ENVIRONMENT COMMITTEE	
	<p>To consider the following recommendations from the Economic Regeneration and Environment Committee:</p> <p>(a) Environment Policy – to adopt the Council’s Environment Policy as recommended by the Committee.</p> <p>IT WAS RESOLVED that the Environment policy is adopted.</p> <p>(b) Town speed limits review. This was deferred to Item 10.</p> <p>(c) Town Survey - to consider the draft Town Survey and the amendments proposed by the Committee, and to approve the survey for public consultation.</p> <p>It was felt that a ranking of 1-13 was too complicated and suggested simplifying this. Could the question beginning ‘if the town grows significantly over the next 15 years’ be re-worded to read ‘if the pressure on town services increases the growth in the areas surrounding Carterton over the next 15 years’. Under the section on Infrastructure, could we add water and sewage as a concern.</p> <p>The survey would go out on social media and be available as a paper copy so that it is accessible to all.</p> <p>IT WAS RESOLVED to approve the Town Survey for public consultation, subject to amendments (including simplifying ranking questions and adding infrastructure considerations such as water and sewage).</p>	<p>Proposed: KG Seconded: KW All in favour</p> <p>Proposed: KG Seconded: KW All in favour</p>
C142/25-26/9	RECOMMENDATIONS FROM THE GRANTS COMMITTEE	
	<p>To consider the recommendations of the Grants Committee and approve as appropriate.</p> <p>(a) Oxfordshire Play Association The OPA applied for a grant of £2,000 towards the cost of running a Play & Activity Day on Carterton Recreation Ground on Saturday 13 June 2026.</p> <p>IT WAS RESOLVED that the Oxfordshire Play Association be awarded a grant of £2,000.</p> <p>(b) West Oxfordshire Community Transport</p> <p>WOCT applied for a grant of £19,000 towards the cost of running the Carterton Connector bus service for a further year.</p>	<p>Proposed: KG Seconded: CL All in favour</p>

	<p>It was noted that OCC would match the amount awarded by the Town Council.</p> <p>Members acknowledged that it is a valuable service and suggested that the Town Council do more to promote it, as well as the bus company themselves.</p> <p>IT WAS RESOLVED that West Oxfordshire Community Transport be awarded a grant of £9,000.</p> <p>(c) Carterton May Day Fair 2026</p> <p>Save the Children seek a grant of £2,000 towards the cost of running the May Day Fair event on Carterton Recreation Ground on Monday 4 May 2026.</p> <p>IT WAS RESOLVED that Carterton May Day Fair be awarded a grant of £2,000.</p> <p>(d) Carterton Open Gardens 2026</p> <p>Carterton Open Gardens seek a grant of £140 towards the cost of the event.</p> <p>It was noted that each garden participating would be raising money for their own chosen charity.</p> <p>IT WAS RESOLVED that Carterton Open Gardens be awarded a grant of £140.</p> <p><i>The members of the public who had attended specifically for this item were given the opportunity to leave the meeting if they wished.</i></p>	<p>Proposed: CL Seconded: KW All in favour</p> <p>Proposed: KW Seconded: CL All in favour</p> <p>Proposed: KW Seconded: CL All in favour</p>
C143/25-26/10	TOWN SPEED LIMITS REVIEW	
	<p>To consider the recommendation of the Economic Regeneration and Environment Committee that the Town Council respond to Oxfordshire County Council’s amended proposals confirming that Option 2 is the Council’s preferred option, with the additional request that further safety measures be considered on Alvescot Road outside the side entrance to Edith Moorhouse Primary School, such as: (a) a barrier to prevent children running from the path into the road; and/or (b) a zebra crossing; and/or (c) an advisory or permanent 20mph speed limit for that section of road.</p> <p>There was a discussion on the ANPR cameras associated with the new school road closures. Feedback from residents has so far been negative and this would be reported back to OCC and try to facilitate a meeting with officers, but it was noted that the</p>	

	<p>Town Council is a consultee only and the decision rests with OCC.</p> <p>IT WAS RESOLVED that Council support Option 2 of Oxfordshire County Council proposals, with additional safety measures requested on Alvescot Road near Edith Moorhouse Primary School (barrier, crossing, and/or 20mph limit).</p>	<p>Proposed: SW Seconded: KG All in favour</p>
C144/25-26/11	LOCAL GOVERNMENT REORGANISATION	
	<p>To consider the implications of Local Government Reorganisation in Oxfordshire following the recent Member briefing and to discuss the Town Council’s position and any action it may wish to take.</p> <p>It was acknowledged that Members had differing views on this item and it was therefore not possible to form one overall Council response. It would also be difficult to make a decision as there are many factors involved and it is unknown how the town would be affected.</p> <p>IT WAS RESOLVED that Council submit a neutral response and that Councillors are encouraged to respond individually to the consultation.</p> <p>Cllr L Wood declared an interest in this item, as she works for OCC, and abstained from the vote.</p>	<p>Proposed: SW Seconded: KW 12 in favour 1 Abstention</p>
C145/25-26/12	WILLOW MEADOWS AND THE DELL – LAND SURVEYS AND IMPROVEMENT WORKS	
	<p>To grant permission for the following projects, to be delivered in partnership with Oxfordshire County Council and West Oxfordshire District Council using Section 106 and other community funding: (a) Land surveys and improvement works at Willow Meadows; (b) A community project at The Dell.</p> <p>IT WAS RESOLVED to approve the land surveys and improvement works at Willow Meadows; and the community project at The Dell.</p>	<p>Proposed: KG Seconded: SW All in favour</p>
C146/25-26/13	COUNCIL STRATEGY QUARTERLY REVIEW	
	<p>To receive a verbal update from the Clerk on the Council’s progress during the last quarter.</p> <p>The Clerk provided a verbal update on progress:</p> <ul style="list-style-type: none"> Managing growth. A response to the Local Plan has been submitted with the help of our planning consultants and talks continue with various developers about their plans for 	<p>Noted</p>

	<p>the area, making sure residents' views are represented. A Town Survey is about to go out leading into the Annual Town Meeting in May; and are also considering options in terms of a Community Governance Review.</p> <ul style="list-style-type: none"> • Local Government Reorganisation. Council has agreed this evening to submit a neutral response. • Town Centre Regeneration. S106 funding of £61K has been agreed and spend, including repairs to the Burford Road Car Park, purchased some new equipment for events and the Market, improved signage and replacement bus shelters. • Play Parks and Recreation. Detailed design and consultation work for the Recreation Ground play area has been completed, and work is progressing on funding applications. • Governance and Community Engagement. Councillor training has taken place, policies continue to be reviewed and developed, and are working towards a more consistent approach to communications and engagement with residents, particular around social media. • Environment and Climate. A new Environment Policy has been agreed and project development work is progressing at Willow Meadows and The Dell, particularly in relation to biodiversity and external funding opportunities. • Road Safety and Infrastructure. Work continues with OCC Highways, including 20mph speed limits and other road safety measures. Ongoing discussions around traffic and parking issues. 	
C147/25-26/14	FINANCE AND ACCOUNTS	
	<p>(a) To approve expenditure for February 2026, as detailed in the tables below.</p> <p>IT WAS RESOLVED that the expenditure for February 2026 be approved.</p> <p>(b) To approve the bank reconciliation for February 2026.</p> <p>IT WAS RESOLVED that the bank reconciliation for February 2026 be approved.</p>	<p>Proposed: KW Seconded: CL All in favour</p> <p>Proposed: NK Seconded: SE All in favour</p>
C148/25-26/15	INTERNAL AUDITOR CONTRACT	
	<p>To approve the renewal of a three year contract for the existing internal auditor, Mulberry Local Authority Services Ltd.</p> <p>IT WAS RESOLVED to approve the renewal of the three year contract for Mulberry Local Authority Services as internal auditor.</p>	<p>Proposed: KG Seconded: SW All in favour</p>

C149/25-26/16	SUBSCRIPTIONS	
	<p>To consider and approve the renewal of our membership of OALC and NALC for 2026/2027 at £2,987.25 + VAT.</p> <p>IT WAS RESOLVED to approve the renewal of the OALC and NALC membership for 2026/2027.</p>	<p>Proposed: NK Seconded: CL All in favour</p>
C150/25-26/17	WORKS FOR AUTHORISATION	
	<p>(a) To approve McCracken & Sons Ltd to carry out the maintenance work to the remaining boardwalk at Willow Meadows at a cost of £1,275 + VAT.</p> <p>IT WAS RESOLVED to approve that McCracken & Sons Ltd carry out the maintenance work to the remaining boardwalk at Willow Meadows.</p> <p>(b) To approve Empire Roofing Services to undertake roof repairs at The Allandale Centre at a cost of £6,635 + VAT.</p> <p>IT WAS RESOLVED to approve Empire Roofing Services to undertake the roof repairs at The Allandale Centre.</p> <p>(c) To approve Empire Roofing Services to undertake roof repairs at the Squash Club at a cost of £2,385 + VAT.</p> <p>IT WAS RESOLVED to approve that Empire Roofing Services undertake the roof repairs at the Squash Club.</p> <p>It was noted that the figures from Empire Roofing Services were estimates, which could mean the final invoice could be higher – this would be checked. It was queried whether a discount could be sought for carrying out multiple jobs.</p> <p>(d) Works carried out under Clerk’s authority – to receive and note works commissioned under the Clerk’s delegated authority.</p> <p>The Clerk had authorised the following works:</p> <p>Replacement of faulty motor for the fire safety roller shutter in the Town Hall kitchen, carried out by Behind Closed Doors Ltd, at a cost of £1,063.64 + VAT. A deposit of 75% was required to secure order (£797.73 + VAT).</p> <p>Service of fire roller shutter door at the Town Hall, carried out by Behind Closed Doors Ltd at a cost of £40 + VAT.</p>	<p>Proposed: KW Seconded: LW All in favour</p> <p>Proposed: LW Seconded: KW All in favour</p> <p>Proposed: CL Seconded: SW All in favour</p> <p>Noted</p>

	<p>Supply and lay two 450mm x 450mm slabs to steps at Bandstand on the Recreation Ground, carried out by McCracken & Sons Ltd at a cost of £120 + VAT.</p> <p>Supply and lay two slabs below the Council noticeboard at Peel Place at a cost of £120 + VAT.</p> <p>Replacement of four damaged rope connectors on the yellow net Witches Hat play equipment at Carterton Recreation Ground, carried out by Kompan at a cost of £384.59 + VAT.</p> <p>Watering programme for new plants recently installed in the garden outside The Golden Eagle, to be carried out by UBICO at a cost of £63 + VAT.</p> <p>Removal of two overgrown conifer trees on grave spaces at Black Bourton Cemetery, carried out by UBICO at a cost of £115 + VAT each.</p> <p>Supply and fit new lock to Town Clerk’s office door for security reasons as the old one could not be repaired, carried out by Thames Valley Lock and Safe, at a cost of £157 + VAT.</p>	
C151/25-26/18	DATE OF NEXT MEETING	
	Council to note the date of the next meeting as Tuesday 21 April 2026 at 7.00pm.	

The meeting closed at 8.25 pm.

Chair:

Date:

Mayors Report March

April 2026

23rd March Michael Lowe and Partners

I had the great pleasure of being asked to attend and cut the ribbon at the opening of the New Michael Lowe and partners opticians at their new location. The new store is light airy and accessible for all. The store is well stocked and filled with long serving experienced staff.

Michael Lowe has been an independent optician for many years and it is great to see them being so well supported by the residents of our town and beyond.

Clerk's Report – April 2026

Annual Town Meeting & Annual Report

Planning for the Annual Town Meeting on Tuesday 5th May is well underway. The format for the first half of the meeting, will broadly follow previous years, covering the usual business, reports, and public questions, along with short updates from a number of grant beneficiaries.

The second half of the meeting will take a more interactive format, with themed tables focused on the Town Survey and future development, providing an opportunity for residents to discuss priorities and share views.

The Annual Report is progressing well and a draft will be circulated to Councillors by the end of the week.

Staff Appraisals and HR Committee

All staff appraisals have now been completed.

Due to availability, it has not been possible to convene a quorate meeting of the HR Committee. The Committee will therefore meet ahead of the May Council meeting to consider the outcomes of the appraisals and make a recommendation to Full Council in respect of staff remuneration for 2026/27.

Town Hall Windows

The Town Hall window replacement works have now been completed. There has already been a noticeable improvement in terms of heat retention within the building, which should have a positive impact on energy efficiency and running costs.

We are also in the process of replacing a number of internal blinds which had reached the end of their useful life.

Town Council By-Election

Councillors are reminded that the by-election for the vacancy in the Milestone Ward will take place on Thursday 7 May 2026, alongside the West Oxfordshire District Council elections.

Town Survey – “Carterton 2040”

The Carterton Town Survey, “Carterton 2040”, is now live and will run until 11:59pm on Monday 27 April.

At the time of writing, 129 responses have been received. Councillors are encouraged to continue promoting the survey through their networks to maximise participation.

REPORT TO CARTERTON TC - APRIL 2026

FROM CLLR NICHOLAS FIELD-JOHNSON

GENERAL OCC REPORT

END OF YEAR REPORT

I would like to thank all the residents in Carterton for their continuing support.

I will continue to campaign on several key issues: to stop the dumping of raw sewage into our rivers; improve our roads, which are in a dire condition, by reducing the number of potholes with better, lasting repairs and continue to work on a Countywide plan to limit HGV's using our villages and market towns as cut-throughs.

The main issue and message over the last few months is the awful condition of the roads in Oxfordshire and the multiple re-occurring potholes. I will campaign to find a better material to mend these potholes and look towards the material used in Europe which is a combination of asphalt, rubber silicon and re-cycled tyres. This last much longer and adheres to the pothole. We need to improve on the current 60-year-old material used for potholes in the UK. We need to make our roads fit for purpose once again.

THAMES WATER CONTINUES TO POLLUTE OUR RIVERS

I am sure all the residents who watched the TV programme Dirty Business were appalled by Thames Water continuing to pollute the Windrush. I have worked over the last few years with WASP to bring Thames Water accountable for their actions and have provided WASP with £10,000 for testing equipment which is placed in the Windrush to monitor Thames Water's continued release of sewerage into the Windrush. Thames Water remains in financial difficulty and has shown to be consistently poorly managed. There is strong opinion that Thames Water should be put into administration or returned to public ownership.

SURFACE DRESSING PROGRAMME TO BEGIN THIS MONTH

Some roads across Oxfordshire will be improved as part of a highway maintenance programme beginning this spring. Surface dressing involves applying bituminous emulsion onto the road as a binder.

BURFORD BRIDGE PAVEMENT

Burford Town Council has approved for OCC to install and provide a better pedestrian walkway across Burford bridge as well as install bollards on either side of Burford bridge. This campaign has at last brought success as it has been several years of arduous campaigning to make Burford bridge safer. The work on the walkway is planned for early summer.

LOCAL GOVERNMENT REORGANISATION AND DEVOLUTION

Oxfordshire has responded to a government request for proposals on the shape of local government reorganisation in the county – with OCC outlining its preferred option for a single county unitary council.

What are the options being submitted?

The options are:

A single county unitary council for Oxfordshire – Oxfordshire Council. This is the preferred option of OCC.

A two unitary authority (proposed by WODC) which would divide Oxfordshire into: a North Oxfordshire Council (created from the existing district councils of Cherwell, Oxford City and West Oxfordshire) and a Ridgeway Council (created from the existing district councils of South Oxfordshire and Vale of White Horse and the unitary council of West Berkshire).

A proposal for three unitary authorities – with a unitary city on expanded boundaries as well as northern and southern unitaries, and including West Berkshire has also been submitted.

We are waiting for the government to decide what form unitarisation will take in Oxfordshire.

[OCC Cllr Nicholas Field-Johnson, Burford & Carterton North](#)

nick.fieldjohnson@oxfordshire.gov.uk and nfjuk3@gmail.com

District Council Report March-April 2026

Carterton South

Cllr Michele Mead

25th March Full Council meeting

This was the last council meeting of the civic year due to district council elections taking place in May. This meeting had a packed agenda mainly of councillors questions and motions.

The questions asked were on a wide variety of topics:

1. Madley Park algae and overgrown reeds
2. Houses relying on oil and the escalating costs to residents
3. Private management companies on new housing estates
4. Emergency Planning
5. Public confidence in councillors facing allegations related to domestic abuse
6. Fly tipping numbers since the booking system started at Dix Pit
7. Development of Woodford way and the loss of a valuable car park
8. Parking strategy using out of date data
9. Visitor economy impact after the possible loss of a car park
10. Hire of chambers and committee rooms
11. Parking enforcement outcomes from on street parking in Witney
12. Tree management policy across West Oxfordshire
13. S106 expenditure or lack of in Witney
14. Garden waste licenses.

All the responses to these questions can be found in the minutes of this meeting which are published on the WODC website.

The next item on the agenda was to consider some updates to the constitution

1. To combine the two planning sub- committees into one due to less applications being considered by committee and more delegated authority being given to officers, this was brought forward on the assumptions being made about the updates that may be made to the National planning policy framework (NPPF) All the ramifications of this were also put forward like meeting dates and times, number of councillors on the committee, agree the committees roles and responsibilities etc This was robustly debated and was passed with a small majority.
2. Amend members questions rules to limit them to 250 words and introduce a 1-minute time limit for supplementary questions

Seven motions were submitted but not all were heard due to time constraints on the meeting,

The motions debated:

1. Request the leader of the council write to minister of state for housing to highlight concerns on the proposed changes to the NPPF

2. The impact of new restrictions imposed at the household waste and recycling centres on Oxfordshire.

3. Agree that the Executive and CEO should consider a local discount and incentives policy for business rates and agree that communications with small businesses are improved to ensure they understand the 2026-27 £800 cap.

4. Request the leader of the council writes to the prime minister calling Thames Water to be bought back into public ownership.

The debates and outcomes of these motions can be watched on the WODC website.

This month is light on meetings due to the up coming elections which has given me more time answering residents enquiries this has ranged from housing issues, neighbour disputes, parking, planning, POTHoles and the biggest issue this month has been the road to Alvescot being closed, the closure has now been extended, this has affected the businesses and schools in Alvescot village and increased the traffic in surrounding villages.

As always I am available via email or stop me to have a chat with any issues you think I can help with.



Carterton Town Council

**A meeting of the PLANNING COMMITTEE was held on
17 March 2026 at 6.30pm at Carterton Town Hall and was attended by the following:**

Chair: Cllr S Watson

Vice Chair: Cllr K Wood

Members: Cllr R Crapper, Cllr S Evans, Cllr K Godwin, Cllr J Guest
Cllr C Lincoln, Cllr M McBride, Cllr L Wood

Officers: Simon Garwood (Town Clerk)
Claire Evans (Deputy Clerk/RFO)

In Attendance: Three members of the public (including Cllr N King and Cllr M Mead)

ITEM	MINUTE	VOTE / ACTION
P61/25-26/1	APOLOGIES	
	There were no apologies for absence. Cllr J Guest joined the meeting at 6.32pm (at the start of Item 5 on the agenda). Cllr N King joined the meeting as a member of the public during Item 6.	
P62/25-26/2	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. There were none.	
P63/25-26/3	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, maximum three minutes per person, under the direction of the Chair. The member of the public present did not wish to speak.	

P64/25-26/4	MINUTES OF THE PREVIOUS MEETING	
	<p>Committee to approve and sign the minutes of the Planning Committee meeting held on 17 February 2026.</p> <p>IT WAS RESOLVED that the minutes of the Planning Committee meeting held on 17 February 2026 be signed as a true and accurate record of the meeting.</p> <p>One abstention due to not being present at the meeting.</p>	<p>Proposed: KW Seconded: CL 8 in favour 1 Abstention</p>
P65/25-26/5	RESULTS OF PREVIOUS PLANNING APPLICATIONS	
	<p>Committee to note the following results of previous planning applications:</p> <p><u>4 Kingham Drive</u> 25/02386/HHD (37/2025) Erection of single storey detached self-contained garden room. WITHDRAWN</p> <p><u>4 Kingham Drive</u> 25/03109/HHD (47/2025) Erection of boundary fencing (retrospective). WITHDRAWN</p> <p><u>The Elms, 101 Shilton Road</u> 25/03095/HHD (48/2025) Erection of single storey rear extension to replace conservatory. Extension to detached garage to form gym, storage and ancillary accommodation above, including alterations to roof, and associated works. APPROVED</p>	<p>Noted</p>
P66/25-26/6	PLANNING AND LICENCING APPLICATIONS	
	<p>Committee to consider and decide upon responses to the following planning applications. Members to consider whether their stance is Support/Object/Neutral and any comments they wish to submit to WODC.</p> <p><u>Avalon, 16 Shilton Road</u> 26/00325/HHD (03/2026) Erection of a single storey extension. IT WAS RESOLVED that Council respond to WODC in support of the application.</p> <p><u>5 Corbett Road</u> 26/00394/S73 (04/2026) Variation of condition 2 of planning permission 23/02524/FUL to allow a revised house design.</p>	<p>Proposed: KW Seconded: CL All in favour</p>

	<p>IT WAS RESOLVED that Council respond to WODC in support of the application.</p> <p><u>27 Butlers Drive</u> 26/00411/HHD (05/2026) Erection of a porch to side elevation and two-storey rear extension.</p> <p>IT WAS RESOLVED that Council respond to WODC in support of the application.</p> <p><u>Stoneleigh, 8 Rock Road</u> 26/00301/HHD (06/2026) Alterations to dwelling to include raising of roof ridge height and extension of roof pitch to replace flat roof, single storey side extension, alterations to the fenestration, and associated works. Erection of fence to replace part of hedge, and addition of gates for pedestrian and vehicle access.</p> <p>IT WAS RESOLVED that Council submit a neutral response to WODC. Council support the application in principle, but there were concerns raised about the height of the 1.8m fence on a junction due to potential visibility and pedestrian safety issues, and therefore request that it be considered by Lowlands Planning Committee.</p> <p><u>4 Berryfield Way</u> 26/00465/HHD (07/2026) Construction of an attached single storey garden room to existing rear extension.</p> <p>IT WAS RESOLVED that Council respond to WODC in support of the application.</p>	<p>Proposed: KG Seconded: KW All in favour</p> <p>Proposed: KW Seconded: SE All in favour</p> <p>Proposed: SE Seconded: KW All in favour</p> <p>Proposed: KW Seconded: SE All in favour</p>
P67/25-26/7	DATE OF NEXT MEETING	
	Tuesday 21 April 2026 at the Town Hall.	Noted

The meeting closed at 6.38pm.

Chair: _____

Date: _____



Carterton Town Council

A Meeting of the FINANCE AND GOVERNANCE COMMITTEE was held on 7 APRIL 2026 at 6.00pm in the Town Hall and was attended by the following:

Chair: Cllr M McBride

Vice Chair: Cllr J Guest

Town Councillors: Cllr K Godwin, Cllr M Mead

Officers: Claire Evans – Deputy Clerk and RFO

Also in attendance: 2 members of the public (one of which was Cllr S Watson)

ITEM	MINUTE	VOTE/ ACTION
FG58/2025-26/1	APOLOGIES	
	<p>Committee to receive apologies for absence.</p> <p>Apologies were received from Cllr D Melvin. Cllr E Hatton and Cllr N King were absent. Cllr J Guest arrived at 6.32pm after Item 7.</p>	
FG59/2025-26/2	DECLARATIONS OF INTEREST and DISPENSATIONS	
	<p>With reference to items on the agenda, Members were reminded of their responsibility to declare interests and to update their Register of Interests as required.</p> <p>No declarations of interest were received. Councillors were reminded to declare any interests if they arose during the meeting.</p>	
FG60/2025-26/3	MINUTES OF THE PREVIOUS MEETING	
	<p>Committee to approve and sign the minutes of the Finance and Governance meeting held on 3 February 2026.</p> <p>IT WAS RESOLVED to agree the minutes of the Finance and Governance Committee held on the 3 February 2026 as an accurate and true record of the meeting.</p>	<p>Proposed: MM Seconded: KG Vote: All For</p>

FG61/2025-26/4	PUBLIC PARTICIPATION	
	<p>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 three minutes per person, and will be under the direction of the Chair.</p> <p>Henry Howard spoke on Items 9 and 10.</p> <p>With regard to Item 9, Town Crest, he stated that he had spoken to a number of people who believed that the RAF Brize Norton logo should be changed as the RAF use it to represent the Monarchy. He asked whether or not the Station Commander had been consulted or indeed the Princess Royal as she is the Honorary Air Commodore for RAF Brize Norton.</p> <p>With regard to Item 10, Solar Panels, he spoke on behalf of the Carterton Community Association of Taxpayers. He stated that the panels represented good value for money and hoped it would reduce the cost of electricity, which would therefore enable the precept to be reduced or kept level in subsequent years.</p>	
FG62/2025-26/5	ASSET REGISTER	
	<p>To note the changes to the Asset Register.</p> <p>The RFO discussed the new assets added to the register, including Thornhill Car Park and Community Garden land. It was discovered that Council purchased the land in 2009 for £85,000, however this was missing from the register.</p> <p>The RFO has also separated off the assets that belong to Carterton Recreation Ground, with a new asset register being created for the recreation ground. The changes to the 2024-2025 and 2025-2026 asset register have resulted in the asset registers not matching the AGAR for the same period. However, it is below the limit of 15%, so does not need to be resubmitted.</p> <p>Cllr Godwin asked the following questions:</p> <p><i>It appears that the flood lights were removed from the asset register – was this because they were gifted to the Football Club, in which case, if the Football Club was to relocate would they be able to take the flood lights with them?</i></p>	

	<p>The RFO explained that floodlights were removed from the register last year due to the fact that the lights were gifted to the Football Club. She would investigate the ownership of them, and the consequences of this.</p> <p><i>Thornhill Close Car Park and Community Garden and St John's Garden – are these the same thing, and if so why are they named differently?</i></p> <p>The RFO informed members that there is a distinct difference in asset value for the Car Park and the Community Garden – one was the initial purchase of land and one is the assets that went into creating the garden. The RFO was informed in 2024/2025 that the garden was called St John's Community Garden, but if this is incorrect then it can be amended.</p> <p><i>If the Council are the owners of the car park, can we look at the pothole at the entrance?</i></p> <p>The car park can be looked at and it will be passed to the Amenities Officer to investigate.</p> <p><i>There are also two spelling mistakes, can these be corrected?</i></p> <p>The spelling mistakes would be corrected.</p> <p>IT WAS RESOLVED that the asset register would be noted and presented to Council subject to corrections.</p>	
<p>FG63/2025-26/6</p>	<p>YEAR END FINANCIALS</p>	
<p>a)</p>	<p>To note the earmarked reserves planned for financial year 2026-2027.</p> <p>The RFO provided an update on the earmarked figures at the end of the financial year 2025-2026. The additional funds added to the existing earmarked reserves are as follows:</p> <p>EMR Tree Works - £3,200.00 EMR Tree Survey - £4,000.00 EMR Contingency - £16,000.00 EMR Elections - £4,200.00 EMR Recruitment - £1,000.00 EMR Play Areas - £18,000.00 EMR Flags - £950.00 EMR War Memorial - £300.00 EMR Allotments - £1,750.00 EMR Professional Fees - £360.00</p>	

	<p>EMR Allandale Quinquennial - £2,600.00 EMR The Community Centre Quinquennial - £2,500.00 EMR The Dell - £1,000.00 EMR The Pavilion Quinquennial – £5,200.00 EMR The Squash Club Quinquennial -£16,500.00 EMR Streatfield House -£7,900.00 EMR Pension Strain - £5,000.00 EMR Scout Hut - £2,100.00 EMR Dotty’s Group - £6,000.00 EMR Grants - £2,470.00</p> <p>All funds are unspent funds from the 2025-26 budget. Total earmarked reserves are £328,902.45 and increase of £138,600.00.</p> <p>Cllr McBride asked for context regarding the following reserves - Repatriation, The Fitness Trail and Communications.</p> <p>The RFO explained the Repatriation funds were given to Council from WODC and OCC when the repatriations were moved from Royal Wooton Bassett to Carterton. The funds are ringfenced to help provide the families with refreshments.</p> <p>The fitness trail funds have been earmarked for a while. They were originally to reinstate the trail around The Dell, however they could be used to move the fitness equipment from the Recreation Ground to Stanmore Crescent should Council not progress the original project.</p> <p>The communications funds were earmarked for a Town Newsletter. The newsletter has never been progressed, however the funds are still available.</p> <p>b) To note the end of year close down figures for 2025-2026.</p> <p>Members reviewed the year-end figures, noting the increase in general reserved by £30,570.00. The year-end balance sheet has been included as Appendix 1.</p> <p>c) To note the 2026-2027 monthly payments.</p> <p>The monthly payments were provided to Members, and have been included at Appendix 2.</p>	
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	<p>d) To agree any recommendations to Council.</p> <p>IT WAS RESOLVED that the Committee recommend to Council that the figures presented are accepted and offer thanks to the RFO for the hard work that was put into year-end close down.</p>	
FG64/2025-26/7	COUNCIL RISK ASSESSMENT	
	<p>a) To review the updated Risk Assessment.</p> <p>Papers were not completed in time to give councillors adequate opportunity to dissect the information.</p> <p>b) To make a recommendation to Council following the update.</p> <p>IT WAS RESOLVED that this item would be deferred.</p>	<p>Proposed: MM Seconded: KG Vote: All For</p>
FG65/2025-26/8	EMERGENCY PLAN	
	<p>a) To review the current 2017 Emergency Plan.</p> <p>Members discussed the existing plan. They agreed that the plan was out of date and not fit for purpose. The existing plan contained personal details of councillors who have since resigned.</p> <p>It was suggested that given the current situation with Iran and America and the proximity to the base, Council may wish to work with WODC, OCC, RAF Brize Norton, and the emergency services to come up with a compressive, detailed emergency plan.</p> <p>b) To make relevant changes to the policy.</p> <p>No changes were made at the meeting.</p> <p>c) To agree any next steps for the Emergency Plan.</p> <p>Cllr McBride suggested that the Clerk and Deputy Clerk review the document initially to assess how big a project the Emergency Plan would be. It should then be reviewed by the Chair of the Finance and Governance Committee and the Chair of Council before deciding if a bigger working group is required.</p> <p>IT WAS RESOLVED that the Clerk and Deputy Clerk would seek advice on the Emergency Plan and bring it back to the Finance and Governance Committee with a plan on how to proceed.</p>	<p>Proposed: McB Seconded: MM Vote: All For</p>

FG66/2025-26/9	TOWN CREST	
<p>a)</p> <p>b)</p> <p>c)</p>	<p>To note that RAF Brize Norton have amended their Crest from the Edward Crown to the Tudor Crown.</p> <p>It was noted that RAF Brize Norton have changed their emblem to represent the change in Monarchy.</p> <p>To discuss the impact this has on the Town Crest.</p> <p>The change in logo for RAF Brize Norton presents Carterton Town Council with two options:</p> <ol style="list-style-type: none"> 1) Amend the Town Crest to reflect the amendment to RAF Brize Norton's. This can be done in a methodical fashion as it will result in the crest being amended on everything from the website, stationery, civic regalia, noticeboards, bins, and town gate. This will have a cost implication. 2) Leave the Town Crest as it is. The crest is symbolic to our history and the RAF Brize Norton logo will be representative of how it was original gifted to Carterton in 1971. <p>Members discussed these options at length. They would like to see a full cost analysis of changing the logo. They were concerned that when Prince William ascends the throne many not wish to use the Tudor Crown as his cypher resulting in further costly changes to the town crest.</p> <p>Cllr Godwin raised the issue that many local groups use the town crest as part of their uniforms or logos, changing the town crest would also have a cost implication on the community.</p> <p>To agree any next steps and recommendations to Council.</p> <p>Members felt that the decision was more complicated than just an initial change to the logo. They agreed that more people should have a say in the decision and wished for the idea to be brought up at the Annual Town Meeting.</p> <p>IT WAS RESOLVED that the recommendation to Council would be to have a discussion at the Annual Town Meeting in order to gauge public feeling on the matter. It would also provide the RFO with time to compile a more in-depth cost analysis.</p>	<p>Proposed: MM Seconded: JG Vote: All for</p>

FG67/2025-26/10	SOLAR PANELS	
	<p>a) To review the quotes provided.</p> <p>Members discussed the quotes from three providers of solar panels. The RFO gave a brief summary of the quotes, explaining the benefits and draw backs of having batteries and independent panels or panels on a string.</p> <p>Cllr Godwin agreed that batteries are not worth the extra expense. She queried the export tariff that we have been quoted. The RFO explained that we would receive a commercial rate.</p> <p>Cllr Godwin asked that the quotes be added to a matrix so that it was easier to digest the information contained. As she has had some experience with solar panels, Cllr Godwin offered to help produce clearer information.</p> <p>Cllr Godwin also asked whether we had considered pigeon protection.</p> <p>Cllr McBride and Cllr Mead were concerned that the term to recoup the payment was a long time, however this was not the view of Cllr Godwin and Cllr Guest.</p> <p>b) To review the budget available.</p> <p>There is currently £35,000.00 in the 2026-2027 budget for maintenance to the Town Hall. The budget does not include the cost of solar panels. The budget was increased to include the cost of the replacement windows.</p> <p>The RFO is concerned that there has been a significant amount of money spent on the Town Hall in 2025-2026 as Council finished 210% of budget.</p> <p>c) To make any recommendations to Council.</p> <p>Given all points raised, Members felt that the solar panels should be revisited in time for the budget discussions for 2027-2028. Members would welcome investigations into other funding opportunities such as grants and S106 contributions.</p> <p>IT WAS RESOLVED that the Committee recommend to Council that the solar panels be revisited in six months, in time for the budget, so that they could potentially be installed in the financial year 2027-2028.</p>	<p>Proposed: KG Seconded: MM Vote: All For</p>

FG68/2025-26/11	DATE OF NEXT MEETING	
	Committee to note the date of the next meeting as Tuesday 2 June 2026 at 6pm.	Noted

The meeting closed at 7.00 pm.

Chair: _____

Date: _____

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Carterton Town Council Fixed Assets 2025-26														
2					31.3.25							31.3.26			
3	Quantity	Description	Location	Date of Purchase if known	Purchase Price	Proxy Value	Additions	Date purchased	Disposals	Date Disposed	Total Assets	Insurance Value	Comments		
4		Operational Assets (Land & Buildings)				This is Insurance value if the cost is not known Assets can not be increased in value or depreciated in value.						For Information only			
5		Town Hall	19 Alvescot Road	1982	£520,395						£520,395				
6		Town Hall Extension	19 Alvescot Road	2013	£164,585						£164,585	£694,290	This includes Fixtures below		
7		Town Hall office addition	19 Alvescot Road	2024							£0				
8		Carterton Community Centre & Marigold Square	North East Carterton	2008	£1,350,000						£1,350,000	£1,533,037			
9		Squash Club	Swinbrook Road	1977	£150,000						£150,000	£568,964			
10		The Pavilion	ARRG	1980	£7,500				£7,500	01 March 2025	£0	£96,388	Moved to Rec asset Register 25/26		
11		New Pavilion	ARRG		£4,040				£4,040	01 March 2025	£0		Moved to Rec asset Register 25/26		
12		The Bandstand	Alvescot Road	2014	£50,000				£50,000	01 March 2025	£0	£61,696	Moved to Rec asset Register 25/27		
13		Carterton Town Football Club Ground	Swinbrook Road	1973	£3,225						£3,225				
14		Willow Meadows and Car Park	Alvescot Road	1980	£72,500						£72,500				
15		Allandale	Burford Road	2011	£185,915						£185,915	£176,382			
16		1 Streatfield House	Burford Road	Feb-16	£280,000						£280,000	£300,000			
17		Town Hall Windows	19 Alvescot Road	Mar-26			£33,545	01 March 2025			£33,545				
18															
19		Total Operational Assets			£2,788,160		£33,545		£61,540		£2,760,165				
20															
21		Non Operational Land and Buildings													
22															
23		Skateboarding Facility (Disposed of 2017)	Upavon Way	1998	£1,000						£1,000		Teen shelter retained		
24		New Skatepark	Upavon Way	2017	£100,000						£100,000				
25		BMX Track	Upavon Way	2004	£15,000						£15,000				
26		Thornhill Close Car Park & Community Garden	Thornhill Close	23-Dec-09			£85,000				£85,000		VAT paid on land meant purchase was 97k		
27															
28															
29		Total Non Operational			£116,000		£85,000		£0		£201,000				
30															
31		Equipment													
32		Allandale Contents (Disposed of 2018)	Burford Road	Various	£0						£0				
33		Fixtures & Fittings	Town Hall	Various	£30,000						£30,000	£30,000			
34		Cooker	Town Hall	Jan-15	£249						£249				
35		Kenwood Dishwasher	Town Hall		£246						£246				
36		Town Hall Tables (10)	Town Hall	Nov-16	£2,383						£2,383				
37		Archive Cupboards	Town Hall	Nov-14	£304						£304				
38		Mayor's Parlour Filing Cabinet	Town Hall	Nov-14	£139						£139				
39		Pavilion Kitchen	ARRG	2014	£3,500			£3,500			£0		Moved to Rec asset Register 25/26		
40		Town Clock	The Clockhouse	1990	£1,500						£1,500	£2,898			
41		Christmas Lights (New)	Sth Industrial Estate	Dec-15	£12,794						£12,794				
42	20	Christmas Snow Tubes	Sth Industrial Estate	02.10.2019	£3,175						£3,175				
43	26	Planters (11 Disposed of 2024)	Town Centre	1998	£10,385						£10,385				
44	12	Traffic Bollards & Flower Baskets	Town Centre	1998	£2,500						£2,500				
45	6	Bus Shelters	Various Sites	2001	£12,500						£12,500				
46		New Bus Shelters	Various Sites	2007	£23,000						£23,000				
47	10	Public Seats	Various Sites	Various	£1,700						£1,700				
48	16	Benches	Various Sites	Dec 15/Jan 16	£9,396						£9,396				
49		Litter Bins	Various Sites	2015/16	£4,020						£4,020				
50		Town Entrance Gates	4 locations	Feb-16	£4,366						£4,366				
51		Tower Square Furniture	Alvescot Road	2008	£7,200						£7,200				
52		Tower Square Mosaic	Alvescot Road	2008	£4,000						£4,000	£4,635			
53		William Carter Bust	Town Hall	2000	£5,000						£5,000	£7,526			
54		Millennium Tapestry	Town Hall	2000	£2,000						£2,000	£2,507			
55		Sculpture	Marigold Square	2010	£6,000						£6,000	£46,068			
56	2	Sculptures	Market Square	Feb-16	£0						£0	£24,000			
57	4	Silent Soldiers'	Town Gates	Apr-18	£1,000						£1,000				
58	8	Silent Soldiers'	Various Sites	Aug-18	£2,000						£2,000				
59		Willow Meadows Car Park Barrier	Willow Meadows		£1,360						£1,360				
60		Computer Equipment	Town Hall		£3,245						£3,245				
61		Grounds Maint Equipment			£5,500						£5,500				
62		Squash Club Boiler			£1,775						£1,775				
63		Streatfield House Gas Boiler			£2,275						£2,275				
64	2	Community Centre Boilers			£18,828						£18,828				
65		Town Hall CCTV			£1,632						£1,632				
66		Carterton FC Floodlights			£0						£0				
67		Shed at Town Hall (Gifted)	Town Hall	Jun-24	£1						£1		These were gifted to the football club		
68		Hedge cutter	Town Hall Shed	30th August 2024	£256						£256				
69	1	Strimmer	Town hall shed								£0				
70	6	Noticeboards	Various locations	Mar-25			£11,128				£11,128				
71	5	Board Tables (Main Hall)	Town Hall				£1,776				£1,776				
72		Pressure sprayer knapsack	Town Hall shed	Sep-24			£64				£64				
73	2	Desk Risers	Town Hall office	Feb-25			225				£225				
74	1	Fire Proof Cabinet	Town Hall small office	Aug-25			£1,090				£1,090				
75	1	Logitech Sight	Town Hall	Jan-26			£2,145				£2,145				
76	2	Logitech Rally Mic Pod	Town Hall	Jan-26			£698				£698				
77	1	Tv Mount	Town Hall	Jan-26			£179				£179				
78	1	Tv Trolley	Town Hall	Jan-26			£300				£300				
79	1	Hisense 65 inch TV	Town Hall	Jan-26			£449				£449				
80	1	Logitech Rally Bar Mini Black	Town Hall	Jan-26			£2,699				£2,699				

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Carterton Town Council Fixed Assets 2025-26														
2					31.3.25							31.3.26			
3	Quantity	Description	Location	Date of Purchase if known	Purchase Price	Proxy Value	Additions	Date purchased	Disposals	Date Disposed	Total Assets	Insurance Value	Comments		
81	1	Royal blue Padded TV Cover	Town Hall	Jan-26			£65				£65				
82	1	new boiler & 10 year warrenty	Town Hall	Jan-26			£5,847				£5,847				
83	1	6X3m Gazebo	Town Hall	Feb-26			£899				£899				
84	1	3X3m Gazebo	Town Hall	Feb-26			£499				£499				
85	5	3m Gazebo sides x 5	Town Hall	Feb-26			£625				£625				
86	1	6m Gazebo side x 1	Town Hall	Feb-26			£195				£195				
87	2	double sided flags	Town Hall	Feb-26			£1				£1		free of charge from event branding as part of large order		
88	4	fitted branded table clothes	Town Hall	Feb-26			£480				£480				
89	6	6ft folding tables	Town Hall	Feb-26			£354				£354				
90	8	7.5kg moulded gazebo weights	Town Hall	Feb-26			£140				£140				
91	2	Cross base flag weights	Town Hall	Feb-26			£50				£50				
92	7	round 5ft folding tables	Town Hall	Feb-26			£736				£736				
93	10	paving slabs	Under notice Boards	Jun-25			£85				£85				
94	60	paving slabs	Cemetery	May-25			£510				£510				
95															
96		Total Equipment			£184,229		£31,239		£3,500		£211,968				
97															
98		Play Equipment													
99		Play Equipment	Alvescot Road	2011	£57,000						£57,000				
100		Play Equipment	Trefoil Way	2006	£70,000						£70,000				
101		Play Equipment	Swinbrook Road	2004	£5,500						£5,500				
102		Play Equipment (Disposed of 2017)	Pampas Close	1995	£0						£0				
103		Play Equipment	Pampas Close	2017	£16,676						£16,676				
104		Play Equipment	The Maples	2010	£12,032						£12,032				
105		Play Equipment	Empire Drive	25.01.2019 additional purchase 2024	£80,000		£0				£80,000				
106		Picnic Bench	Trefoil Way	2025			£849				£849				
107		Repairs to Zipline	Alvescot Road	2025			£7,488				£7,488		New cable carriage & Zipe Wire		
108		Fencing	Swinbrook Park	06-2025			£1,600				£1,600		Line of fencing at sides of park		
109		Fencing	Swinbrook Park	04.2025			£1,032				£1,032		Line of fencing at back of park -metal		
110		Zip wire Safety surface	Alvescot Road	2025			£7,945				£7,945		New Surface installed for the mound		
111		Safety surface for trampoline	Stanmore Crescent	2025			£2,460				£2,460		Surface of the Trampoline		
112		Repairs to Tunnel	Blackthorn Green	2025			£1,062				£1,062		Surface of the Tunnel		
113															
114		Total Play Equipment			£241,208		£22,436		£0		£263,644				
115															
116		Community Assets													
117															
118		Land													
119		Burial Ground	Black Bourton	1940	£50						£50				
120		Burial Ground Extension	Black Bourton	2003	£5,000						£5,000				
121		Swinbrook Road Recreation Ground	Swinbrook Road	1971	£2,100						£2,100				
122		Alvescot Road Recreation Ground (Gift)	Alvescot Road	1937	£1						£1				
123		The Dell	Upavon Way	1989	£12,500						£12,500				
124		Swinbrook Road Allotments	Kilkenny Lane	1973	£3,150						£3,150				
125		Elmhurst Way Allotments	Elmhurst Way	25.01.2019	£0						£0				
126		Queen Mothers Garden	Upavon Way	1990	£1						£1				
127		SERF Hall	Swinbrook Road	2002	£1						£1				
128		Sensory Garden	Market Square		£1						£1				
129		The Garden Project	Thornhill Close		£19,681						£19,681				
130		Land at South of Kilkenny Lane	Harvest Bank	Dec-2025			£3,900	Dec-25			£3,900				
131		Stanmore Crescent Play park	Stanmore Crescent				£1	2019			£1		Council taken on the maintance of the park in 2019 with a S106 provision		
132															
133		Total Land			£42,485		£3,901				£46,386				
134		Other Assets													
135		War Memorial	19 Alvescot Road	1984	£5,000						£5,000	£12,225			
136	2	Flagpoles	Alvescot Road	Sep-14	£630						£630				
137	2	Sheds at the Allotments	Kilkenny Lane	1982	£400						£400	£2,603			
138		Seldon Memorial Seat (Gift)	Town Hall	2007	£0						£0				
139		Stone Memorial Seat (Gift)	Town Hall	2007	£0						£0				
140		Town Hall Shed	Town Hall	Dec-15	£1,000						£1,000				
141		Black Metal Poppy Bench (Gift)	Town Hall	Sep-18	£0						£0				
142		Civic Regalia (Chain of Office) inc Presentation Box	Town Hall	Apr-22	£1,785		£33				£1,818				
143		Empire Drive Footpath		Jul-05	£0		£2,850				£2,850				
144		Civic Regalia (Chain of Office) inc Presentation Box			£3,000						£3,000				
145	11	Flag poles	Pavilion	Mar-25			£1				£1		Gifted from Sue James for town use		
146	10	Flag Poles	Pavilion	Mar-25	£270						£270				
147	20	Union Flags	Town Hall	Mar-25			£101				£101				
148	7	Tree Guards	Community Garden	Aug-24			£496				£496				
149	2	Traffic Speed Signs	Wycombe Way	Mar-25			£6,495				£6,495				
150		Fencing - allotments	Allotments	Nov-24			£1,400				£1,400				
151		civic Regalia Presentation Box for Deputy Mayor	Town Hall	Feb-26			£139				£139				
152		Total Other Assets			£12,085		11,515.00		£0		£23,600				
153															
154		Total Assets	Agreed to Accounts and Annual Return		£3,384,167		£187,636		£65,040		£3,506,763				

DIRECT DEBITS FOR APPROVAL

Number	Name	Description	Net	VAT	Gross
M031 1F	BT	Broadband and telephone charges 01.02.26-31.03.26	£253.30	£50.66	£303.96
U003287513	Bright HR	HR Services	£90.19	£17.03	£107.22
10009692167	Castle Water	Water charges - Streatfield House	£157.71	£14.34	£172.05
KI-07CA0479-0023	EDF	Gas charges Town Hall March	£289.64	£14.48	£304.12
KI-0C2A52F8-0021	EDF	Electricity charges Town Hall March	£337.93	£67.59	£405.52
113023998	Grenke	Lease hire photocopiers	£411.00	£82.20	£493.20
146915	Richard Coglan Ltd	Copy charges (downstairs)	£26.31	£5.27	£31.58
146914	Richard Coglan Ltd	Copy charges (upstairs)	£13.54	£2.71	£16.25
107018	Vodafone	Mobile phone charges	£23.40	£4.68	£28.08
3718176	YU Energy	Electricity charges - Baldwin Mews March	£47.59	£2.38	£49.97
TOTALS			£1,650.61	£261.34	£1,911.95

PAYMENTS FOR APPROVAL

Number	Name	Description	Net	VAT	Gross
	Administration	March Salary	£12,298.78	£0.00	£12,298.78
	OCC	March Pension Contributions	£4,460.56	£0.00	£4,460.56
	HMRC	PAYE / NI March	£4,739.39	£0.00	£4,739.39
GB60K6SABEY	Amazon	Drawing Pins + Rubber door stops	£9.78	£1.95	£11.73
GB6MGZUABEY	Amazon	Hand Towels/Toilet Rolls (packs of 6)	£90.20	£18.04	£108.24
GB600AQ41UW	Amazon	Paperclips	£2.11	£0.42	£2.53
GB600210V328	Amazon	Staple removers (pack of 6)	£5.99	£1.20	£7.19
130656	Azura	Emergency Lighting works CTC-054	£612.20	£122.44	£734.64
INV-D-11079	Cloudy IT	IT services April	£352.49	£70.50	£422.99
26978	DCK Payroll	Month Payroll March	£83.85	£16.77	£100.62
26979	DCK Payroll	PAYE Year End	£56.35	£11.27	£67.62
4133/2026/27	Institute of Cemetery/Crematorium Mgmt	Annual subscription 2026/2027	£110.00		£110.00
268037	Kompan Ltd	Refrub Zip Wire ARR	£1,819.16	£363.83	£2,182.99
1271	McCracken & Sons Ltd	Install notice board at ARR	£325.00	£65.00	£390.00
16190	McCracken & Sons Ltd	Dismantle, remove boardwalks at Willow Meadow	£1,275.00	£255.00	£1,530.00
16191	McCracken & Sons Ltd	Supply/lay 2 slabs to Bandstand steps on ARR	£120.00	£24.00	£144.00
16192	McCracken & Sons Ltd	Supply/lay 2 slabs underneath notice board at Peel Place	£120.00	£24.00	£144.00
INV-4378	Parish Council Websites (James Lungley)	Donamin renewal 26.04.26-26.04.28	£60.00	£12.00	£72.00
316796	QiK Group Ltd	Chemical Toilet - Kilkenny Lane	£79.20	£15.84	£95.04
316797	QiK Group Ltd	Chemical Toilet - Elmhurst Way	£79.20	£15.84	£95.04
33529	Rialtas	Training for Clerk and Office Manager - 20 March 2026	£367.00	£73.40	£440.40
SM33432	Rialtas	Omega Annual Support/Licences	£1,843.00	£368.60	£2,211.60
33661086	WODC	Playground inspections - February	£623.10	£124.62	£747.72
33660866	WODC	Lot1 Grass cutting/Lot2 Litter clearance/Lot3 Hedges & Footpaths/Lot4 Flowers & Shrubberies/Lot5 26.03.26-25.04.26	£6,615.96	£1,323.18	£7,939.14
33661442	WODC	Commercial Waste Collection 01.04.26-30.09.26	£1,144.00		£1,144.00
33670782	WODC	Tree removal at Cemetery + watering of shrub bed at Golden Eagle	£178.00	£35.60	£213.60
Paperwork att	Claire Evans	Staff Expenses - Mileage Claim	£85.95		£85.95
Paperwork att	Claire Evans	Staff Expenses - Eye Test	£30.00		£30.00
Paperwork att	S J Wells Window Cleaning	External window cleaning at Town Hall	£25.00		£25.00
Paperwork att	Shirley Richens (Secretary of WI)	Cost of book commemorating the visit by HRH Princess Royal for the formal re-opening of the WI hall in October 2025	£28.00		£28.00
TOTALS			£37,639.27	£2,943.50	£40,582.77

MULTICARD/PAYPAL FOR APPROVAL

Number	Name	Description	Net	VAT	Gross
receipt provided	Morrisons	Milk	£1.65		£1.65
receipt provided	Aldi Stores	Coffee and milk	£4.34		£4.34
receipt provided	Jeremiah Carterton Cobbler	Key cut for outside storage area	£8.00		£8.00
A25139432339	Screwfix	Makita Drill and drill bit set	£109.93	£21.99	£131.92
A25128225138	Screwfix	Replacement tape measure	£9.16	£1.83	£10.99
image attached	Asda	Milk and teabags	£8.68		£8.68
receipt provided	Galaxy Tecno	5 mtr telephone lead for RFO	£7.99		£7.99
receipt provided	Morrisons	Teabags/milk/gazette/food waste liners	£12.09		£12.09
receipt provided	Aldi	Milk	£1.65		£1.65
receipt provided	Morrisons	Glass cleaning cloths	£3.00		£3.00
receipt provided	Morrisons	Milk	£1.65		£1.65
2420186	Signomatic	Warning signs for gym equipment	£30.63	£6.13	£36.76
receipt provided	Asda	small box of tissues	£0.90		£0.90
receipt provided	Aldi	coffee	£5.58		£5.58
receipt provided	Aldi	milk	£1.65		£1.65
04838-37601280	Canva	Year's subscription	£100.00		£100.00
BL3396364841	Adobe Shutterstock	Monthly subscription	£19.99	£4.00	£23.99
BL3422026522	Adobe	Monthly subscription	£16.64	£3.33	£19.97
BL3424621752	Adobe	Monthly subscription	£16.64	£3.33	£19.97
TOTALS			£360.17	£40.61	£400.78

INTERNAL TRANSFERS AND CHARGES

From	To	Description	Net	VAT	Gross
Savings	Current Account	March Payments	£30,000.00	£0.00	£30,000.00
Savings	Current Account	Account Top Up	£20,000.00	£0.00	£20,000.00
Savings	Wages Service Account	March Salary	£12,298.78	£0.00	£12,298.78
Current account	Recreation Ground Account	VAT refund for Q3	£143.01	£0.00	£143.01
	Wages Account	March service Charge	£8.05	£0.00	£8.05
	Current Account	March Service Charge	£17.05	£0.00	£17.05
savings	Current Account	additional top up of main account	£20,000.00	£0.00	£20,000.00
TOTALS			£82,466.89	£0.00	£82,466.89

PAYMENTS MADE UNDER CLERKS AUTHORITY

Number	Name	Description	Net	VAT	Gross
6780047	Blinds Direct	Replacement vertical blinds x13 for town hall	£926.03	£185.21	£1,111.24
TOTALS			£926.03	£185.21	£1,111.24

PRE AUTHORISED PAYMENTS MADE

DATE	Name	Description	Net	VAT	Gross
14332	Behind Closed Doors	final 25% of bill to repair the shutter	£265.91	£53.18	£319.09
1904	Rcoh Ltd	Stage 2 payment for production of written representation on Reg 18 West Oxfordshire Plan	£1,275.00	£255.00	£1,530.00
INV-0319	LJS Windows and Doors	Installation of final window in Deputy Clerk's office	£833.33	£166.67	£1,000.00
INV-0318	LJS Windows and Doors	Installation of windows in Town Hall (apart from window in Deputy Clerk's office)	£11,778.98	£2,355.80	£14,134.78
14338	Behind Closed Doors	Maintenance to Fire Shutter after repair	£40.00	£8.00	£48.00
TOTALS			£14,193.22	£2,838.65	£17,031.87

RECREATION GROUND PAYMENTS

Number	Name	Description	Net	VAT	Gross
KI-160D386B-0022	EDF	Electricity charges Pavilion March	£22.87	1.14	24.01
	Unity Bank	March service Charge	£7.30	£0.00	£7.30
TOTALS			£30.17	£1.14	£31.31

31st March 2025

31st March 2026

31st March 2025		31st March 2026	
Current Assets			
1,833	Debtors	153	
9,979	VAT Control A/c	22,458	
42,616	Current A/c	15,236	
875	Wages Account	789	
381,415	Savings Account	174,336	
0	CCLA account	370,705	
436,720			583,678
436,720	Total Assets		583,678
Current Liabilities			
0	VAT Recreation Ground	2	
30,832	Creditors	3,654	
8,481	Accruals	12,806	
0	Mayor's Charity	639	
39,313			17,101
397,407	Total Assets Less Current Liabilities		566,576
Represented By			
207,104	General Reserves		237,674
5,000	Cemetery Reserve		5,000
0	EMR Tree Works		3,200
0	EMR Tree Survey		4,000
0	EMR Contingency		16,000
17,402	EMR Repatriation Reserve		17,402
0	EMR Elections		4,200
0	EMR Recruitment		1,000
10,000	EMR Fitness Trail Reserve		10,000
6,530	EMR Christmas Lights Reserve		6,530
0	EMR Play Areas		18,000
0	EMR Flags		950
0	EMR War Memorial		300
0	EMR Allotments		1,750
5,558	EMR Prosperity Fund 24/25		5,173
67,236	EMR Stanmore Crescent(S106)		64,776
3,000	EMR professional fees		3,360
6,000	EMR Allendale Quinquennial		8,600
2,000	EMR Training members		1,375

Detailed Income & Expenditure by Budget Heading 31/03/2026

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>101 Central Costs</u>								
1070 Miscellaneous Income	(26)	0	0	0			0.0%	
1250 Wayleaves and Easements	0	92	0	(92)			0.0%	
1301 S106 Grants Received	0	18,440	0	(18,440)			0.0%	18,440
4038 LRS DNU	90	0	0	0			0.0%	
Central Costs :- Income	64	18,532	0	(18,532)				18,440
4000 Salaries	20,492	257,210	276,657	19,447		19,447	93.0%	
4002 Recruitment Costs	0	0	1,000	1,000		1,000	0.0%	
4003 Travel & Subsistence	1,086	1,122	850	(272)		(272)	132.0%	
4004 Mace Bearer Honorarium	0	200	200	0		0	100.0%	
4005 Office Supplies	128	2,714	3,000	286		286	90.5%	
4006 Photocopier Costs	40	2,251	3,400	1,149		1,149	66.2%	
4010 Insurance	0	22,992	25,000	2,008		2,008	92.0%	
4015 Training	0	1,861	3,000	1,139		1,139	62.0%	
4025 Audit	3,190	3,676	3,003	(673)		(673)	122.4%	
4026 Subscriptions and Publications	53	1,633	5,150	3,517		3,517	31.7%	
4027 Telephones/Mobile/Internet	640	3,476	3,840	365		365	90.5%	
4028 IT Costs	747	11,771	8,300	(3,471)		(3,471)	141.8%	
4032 Bank Charges	38	325	350	26		26	92.7%	
4034 Land Registry Searches	90	90	0	(90)		(90)	0.0%	
4035 Professional Fees	1,275	2,640	3,000	360		360	88.0%	
4036 Accountancy and Corporate Gov.	308	2,485	1,100	(1,385)		(1,385)	225.9%	
4037 Legal Fees	0	8,109	8,150	41		41	99.5%	
4041 HR/ Health and Safety	120	3,720	4,000	280		280	93.0%	
4043 Health & Safety	0	90	1,500	1,410		1,410	6.0%	
4099 Contingency	0	3,507	20,000	16,493		16,493	17.5%	
4170 Miscellaneous	0	5,413	0	(5,413)		(5,413)	0.0%	
4355 Website	0	228	220	(8)		(8)	103.6%	
Central Costs :- Indirect Expenditure	28,207	335,511	371,720	36,209	0	36,209	90.3%	0
Net Income over Expenditure	(28,144)	(316,979)	(371,720)	(54,741)				
6001 less Transfer to EMR	17,360	35,800	0	(35,800)				
Movement to/(from) Gen Reserve	(45,504)	(352,779)	(371,720)	(18,941)				
<u>115 Civic and Democratic</u>								
4015 Training	0	634	3,000	2,366		2,366	21.1%	625
4030 Elections and Meetings	4,500	4,500	8,700	4,200		4,200	51.7%	
4050 Mayor's Allowance	0	120	2,750	2,630		2,630	4.4%	
4055 Civic Regalia	0	289	0	(289)		(289)	0.0%	

Detailed Income & Expenditure by Budget Heading 31/03/2026

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4056 Civic Expenses	30	153	200	47		47	76.5%	
Civic and Democratic :- Indirect Expenditure	4,530	5,696	14,650	8,954	0	8,954	38.9%	625
Net Expenditure	(4,530)	(5,696)	(14,650)	(8,954)				
6000 plus Transfer from EMR	0	625	0	(625)				
6001 less Transfer to EMR	4,200	4,200	0	(4,200)				
Movement to/(from) Gen Reserve	(8,730)	(9,271)	(14,650)	(5,379)				
<u>120 Grants and Donations</u>								
1301 S106 Grants Received	0	43,027	0	(43,027)			0.0%	43,027
Grants and Donations :- Income	0	43,027	0	(43,027)				43,027
4040 Grants Awarded	0	29,042	9,500	(19,542)		(19,542)	305.7%	300
4042 Grant-Community connector Bus	0	0	16,000	16,000		16,000	0.0%	
4044 ARRG Grant	0	0	6,000	6,000		6,000	0.0%	
4045 Repatriation Payments	0	45	0	(45)		(45)	0.0%	
4430 CCTV	5,000	5,000	4,950	(50)		(50)	101.0%	
Grants and Donations :- Indirect Expenditure	5,000	34,087	36,450	2,363	0	2,363	93.5%	300
Net Income over Expenditure	(5,000)	8,940	(36,450)	(45,390)				
6000 plus Transfer from EMR	0	300	0	(300)				
6001 less Transfer to EMR	2,470	45,497	0	(45,497)				
Movement to/(from) Gen Reserve	(7,470)	(36,257)	(36,450)	(193)				
<u>150 Other Costs and Income</u>								
1076 Precept	0	668,344	668,344	0			100.0%	
1090 Interest Received	2,800	13,417	10,000	(3,417)			134.2%	
Other Costs and Income :- Income	2,800	681,761	678,344	(3,417)			100.5%	0
Net Income	2,800	681,761	678,344	(3,417)				
<u>170 Capital</u>								
4815 Benches	0	196	2,000	1,804		1,804	9.8%	
Capital :- Indirect Expenditure	0	196	2,000	1,804	0	1,804	9.8%	0
Net Expenditure	0	(196)	(2,000)	(1,804)				
<u>202 Town Hall</u>								
1100 Hire income	0	840	16	(824)			5250.0%	
Town Hall :- Income	0	840	16	(824)			5250.0%	0

Detailed Income & Expenditure by Budget Heading 31/03/2026

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4043 Health & Safety	0	258	3,100	2,842		2,842	8.3%	
4102 Water Charges	(109)	913	2,000	1,087		1,087	45.6%	
4105 Gas and Electric	794	5,917	10,430	4,513		4,513	56.7%	
4110 Repairs & Maintenance	12,926	41,125	19,500	(21,625)		(21,625)	210.9%	804
4120 Cleaning and Waste Removal	810	4,637	3,500	(1,137)		(1,137)	132.5%	
Town Hall :- Indirect Expenditure	14,421	52,849	38,530	(14,319)	0	(14,319)	137.2%	804
Net Income over Expenditure	(14,421)	(52,009)	(38,514)	13,495				
6000 plus Transfer from EMR	0	804	0	(804)				
Movement to/(from) Gen Reserve	(14,421)	(51,205)	(38,514)	12,691				
<u>203 Town Maintenance</u>								
4420 Town Centre Improvements	0	614	0	(614)		(614)	0.0%	614
Town Maintenance :- Indirect Expenditure	0	614	0	(614)	0	(614)		614
Net Expenditure	0	(614)	0	614				
6000 plus Transfer from EMR	0	614	0	(614)				
Movement to/(from) Gen Reserve	0	0	0	0				
<u>210 Properties</u>								
1200 Allandale Income	0	1	1	0			100.0%	
1205 Squash Club Income	260	2,860	5,850	2,990			48.9%	
1210 Vets Surgery Income	4,200	17,676	14,000	(3,676)			126.3%	
1230 Streatfield House Income	1,535	19,768	19,950	182			99.1%	
1231 Carterton FC Rent	0	0	5	5			0.0%	
Properties :- Income	5,995	40,305	39,806	(499)			101.3%	0
4200 Community Centre	0	2,036	4,600	2,564		2,564	44.3%	
4210 Allandale	0	1,362	4,000	2,638		2,638	34.0%	
4215 Squash Club	0	426	17,000	16,574		16,574	2.5%	
4216 Scout Building	0	528	2,700	2,172		2,172	19.6%	
4230 Streatfield House	0	3,052	11,000	7,948		7,948	27.7%	
4231 Streatfield house water	0	1,474	0	(1,474)		(1,474)	0.0%	
Properties :- Indirect Expenditure	0	8,878	39,300	30,422	0	30,422	22.6%	0
Net Income over Expenditure	5,995	31,427	506	(30,921)				
6001 less Transfer to EMR	31,600	31,600	0	(31,600)				
Movement to/(from) Gen Reserve	(25,605)	(173)	506	679				

Detailed Income & Expenditure by Budget Heading 31/03/2026

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>215 Recreation and Open Spaces</u>								
1250 Wayleaves and Easements	14	14	69	55			19.6%	
1610 Allotments Income	0	4	4	0			100.0%	
Recreation and Open Spaces :- Income	14	18	73	55			24.0%	0
4220 Allotments	3	3,203	5,175	1,972		1,972	61.9%	
4300 The Dell	0	0	1,000	1,000		1,000	0.0%	
4305 Repairs & Maint Play Equipment	(1,419)	29,869	48,500	18,631		18,631	61.6%	2,460
4306 Play Areas General	4,337	0	0	0		0	0.0%	
4307 ARRG Water	0	22	0	(22)		(22)	0.0%	
4309 ARRG Pavilion	0	1,246	6,500	5,254		5,254	19.2%	
4312 Willow Meadows	0	13,775	12,400	(1,375)		(1,375)	111.1%	
4313 St John Garden	0	0	1,000	1,000		1,000	0.0%	
4410 Tree Works	750	6,708	10,000	3,293		3,293	67.1%	
Recreation and Open Spaces :- Indirect Expenditure	3,671	54,823	84,575	29,752	0	29,752	64.8%	2,460
Net Income over Expenditure	(3,657)	(54,805)	(84,502)	(29,697)				
6000 plus Transfer from EMR	0	2,460	0	(2,460)				
6001 less Transfer to EMR	29,150	29,150	0	(29,150)				
Movement to/(from) Gen Reserve	(32,807)	(81,495)	(84,502)	(3,007)				
<u>220 Town Maintenance</u>								
1400 Grass Cutting Income	0	0	2,676	2,676			0.0%	
Town Maintenance :- Income	0	0	2,676	2,676			0.0%	0
4015 Training	0	310	0	(310)		(310)	0.0%	
4170 Miscellaneous	0	245	0	(245)		(245)	0.0%	
4400 Litter & Dog Bins (Lot 2)	2,654	31,850	32,000	150		150	99.5%	
4401 General Maintenance	24	24,182	10,000	(14,182)		(14,182)	241.8%	13,710
4403 Baldwin Mews Electricity	49	588	2,210	1,622		1,622	26.6%	
4405 Hedges & Paths (Lot 3)	845	10,138	5,000	(5,138)		(5,138)	202.8%	
4406 War Memorial	0	0	300	300		300	0.0%	
4415 Flowers (Lot 4)	703	8,908	9,000	92		92	99.0%	
4420 Town Centre Improvements	0	3,312	0	(3,312)		(3,312)	0.0%	3,312
4425 Grass Cutting (Lot 1)	1,993	23,913	25,000	1,087		1,087	95.7%	
Town Maintenance :- Indirect Expenditure	6,268	103,446	83,510	(19,936)	0	(19,936)	123.9%	17,022
Net Income over Expenditure	(6,268)	(103,446)	(80,834)	22,612				
6000 plus Transfer from EMR	0	17,022	0	(17,022)				
6001 less Transfer to EMR	300	300	0	(300)				
Movement to/(from) Gen Reserve	(6,568)	(86,724)	(80,834)	5,890				

Detailed Income & Expenditure by Budget Heading 31/03/2026

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>225 Cemetery</u>								
1600 Burial Fees	3,130	19,750	3,500	(16,250)			564.3%	
Cemetery :- Income	3,130	19,750	3,500	(16,250)			564.3%	0
4600 Cemetery Repairs & Maintenance	115	3,854	4,000	146		146	96.3%	
4601 Cemetery Waste Collection	730	1,302	1,140	(162)		(162)	114.2%	
4605 Cemetery Grass Cutting/Hedges	484	5,811	3,500	(2,311)		(2,311)	166.0%	
Cemetery :- Indirect Expenditure	1,329	10,966	8,640	(2,326)	0	(2,326)	126.9%	0
Net Income over Expenditure	1,801	8,784	(5,140)	(13,924)				
<u>230 Street Furniture</u>								
4370 Bins	0	0	650	650		650	0.0%	
4372 Clock	0	234	250	16		16	93.6%	
4373 Noticeboards	0	2,232	6,000	3,768		3,768	37.2%	2,072
Street Furniture :- Indirect Expenditure	0	2,466	6,900	4,434	0	4,434	35.7%	2,072
Net Expenditure	0	(2,466)	(6,900)	(4,434)				
6000 plus Transfer from EMR	0	2,072	0	(2,072)				
Movement to/(from) Gen Reserve	0	(394)	(6,900)	(6,506)				
<u>301 Communication and Events</u>								
1305 Christmas Lights Income	0	0	460	460			0.0%	
1315 Events Income	0	7,788	0	(7,788)			0.0%	
Communication and Events :- Income	0	7,788	460	(7,328)			1693.1%	0
4315 Events	0	28,409	5,000	(23,409)		(23,409)	568.2%	
4316 Flags	0	1,013	2,000	987		987	50.6%	
4325 Christmas Lights	0	0	21,100	21,100		21,100	0.0%	
Communication and Events :- Indirect Expenditure	0	29,422	28,100	(1,322)	0	(1,322)	104.7%	0
Net Income over Expenditure	0	(21,634)	(27,640)	(6,006)				
6001 less Transfer to EMR	950	950	0	(950)				
Movement to/(from) Gen Reserve	(950)	(22,584)	(27,640)	(5,056)				
<u>901 Earmarked Reserves</u>								
4922 Pension Strain	0	0	5,000	5,000		5,000	0.0%	
4924 Tree Survey	0	0	4,000	4,000		4,000	0.0%	
4926 Dottys Group	0	0	6,000	6,000		6,000	0.0%	
Earmarked Reserves :- Indirect Expenditure	0	0	15,000	15,000	0	15,000	0.0%	0
Net Expenditure	0	0	(15,000)	(15,000)				
6001 less Transfer to EMR	15,000	15,000	0	(15,000)				
Movement to/(from) Gen Reserve	(15,000)	(15,000)	(15,000)	0				

Detailed Income & Expenditure by Budget Heading 31/03/2026

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>903 Capital-Land</u>								
4037 Legal Fees	0	3,900	0	(3,900)		(3,900)	0.0%	
Capital-Land :- Indirect Expenditure	<u>0</u>	<u>3,900</u>	<u>0</u>	<u>(3,900)</u>	<u>0</u>	<u>(3,900)</u>		<u>0</u>
Net Expenditure	<u>0</u>	<u>(3,900)</u>	<u>0</u>	<u>3,900</u>				
Grand Totals:- Income	12,002	812,021	724,875	(87,146)			112.0%	
Expenditure	63,427	642,852	729,375	86,523	0	86,523	88.1%	
Net Income over Expenditure	<u>(51,425)</u>	<u>169,169</u>	<u>(4,500)</u>	<u>(173,669)</u>				
plus Transfer from EMR	0	23,897	0	(23,897)				
less Transfer to EMR	101,030	162,497	0	(162,497)				
Movement to/(from) Gen Reserve	<u>(152,455)</u>	<u>30,570</u>	<u>(4,500)</u>	<u>(35,070)</u>				

Earmarked Reserves

Account	Opening Balance	Income	Expenditure	Closing Balance
322 Cemetery Reserve	5,000.00	0.00	0.00	5,000.00
323 EMR Tree Works	0.00	3,200.00	0.00	3,200.00
324 EMR Tree Survey	0.00	4,000.00	0.00	4,000.00
326 EMR Contingency	0.00	16,000.00	0.00	16,000.00
327 EMR Repatriation Reserve	17,402.00	0.00	0.00	17,402.00
328 EMR Elections	0.00	4,200.00	0.00	4,200.00
330 EMR Recruitment	0.00	1,000.00	0.00	1,000.00
331 EMR Fitness Trail Reserve	10,000.00	0.00	0.00	10,000.00
332 EMR Christmas Lights Reserve	6,529.58	0.00	0.00	6,529.58
333 EMR Play Areas	0.00	18,000.00	0.00	18,000.00
334 EMR Flags	0.00	950.00	0.00	950.00
336 EMR War Memorial	0.00	300.00	0.00	300.00
337 EMR Allotments	0.00	1,750.00	0.00	1,750.00
339 EMR Prosperity Fund 24/25	5,558.12	0.00	385.05	5,173.07
341 EMR Stanmore Crescent(S106)	67,235.89	0.00	2,460.20	64,775.69
342 EMR professional fees	3,000.00	360.00	0.00	3,360.00
343 EMR Allendale Quinquennial	6,000.00	2,600.00	0.00	8,600.00
344 EMR Training members	2,000.00	0.00	625.20	1,374.80
345 EMR Com Centre Quinquennial	2,000.00	2,500.00	0.00	4,500.00
346 EMR The Dell	1,000.00	1,000.00	0.00	2,000.00
347 EMR Pavilion Quinquennial	3,505.00	5,200.00	0.00	8,705.00
348 EMR Pavilion Legal Fees	3,000.00	0.00	0.00	3,000.00
349 EMR Squash Club Quinquennial	30,522.00	16,500.00	0.00	47,022.00
350 EMR Streatfield House Quin	700.00	7,900.00	0.00	8,600.00
351 EMR Bins	650.00	0.00	0.00	650.00
352 EMR Bus Shelters	700.00	0.00	0.00	700.00
353 EMR Pension Strain	5,000.00	5,000.00	0.00	10,000.00
354 EMR Communications	10,000.00	0.00	0.00	10,000.00
356 EMR Marigold Square	1,000.00	0.00	0.00	1,000.00
357 EMR Scout Hut	2,000.00	2,100.00	0.00	4,100.00
359 EMR Dotty's Group	6,000.00	6,000.00	0.00	12,000.00
360 EMR Grants	1,500.00	2,470.00	300.00	3,670.00
361 EMR S106 Signage Contribution	0.00	15,550.67	11,090.36	4,460.31
362 EMR S106 Town Centre Improve	0.00	28,893.29	28,893.29	0.00
363 EMR S106 Street Scene & Landsc	0.00	36,880.00	0.00	36,880.00
	190,302.59	182,353.96	43,754.10	328,902.45

Town Crest Amendment Report

1. Background Information

Following the accession of King Charles III, His Majesty's Royal Cypher was officially announced on 27 September 2022. The new cypher incorporates a stylised crown commonly referred to as the *Tudor Crown*. This differs from the crown used during the reign of Queen Elizabeth II, which more closely resembled St Edward's Crown, characterised by its higher, arched design.

It is anticipated that this Tudor Crown will gradually replace the previous design across official insignia, including the Royal Arms, military badges, and other Crown representations. This transition is intended to occur incrementally, primarily when existing materials require replacement, mirroring the gradual transition seen following the accession of King George VI.

Guidance from the College of Arms has led to phased updates across military insignia. For example, in March 2023, RAF Brize Norton updated its Station Crest, replacing the St Edward's Crown with the Tudor Crown to reflect the current monarch. This reflects the principle that all military units serve under the authority of the reigning sovereign.

Edward Crown 1968-2023



Tudor Crown 2023 onwards



2. History of the Town Crest

The Town's Badge of Office, presented to Council in April 1971, was designed to reflect key local characteristics and historical associations. Its elements include:

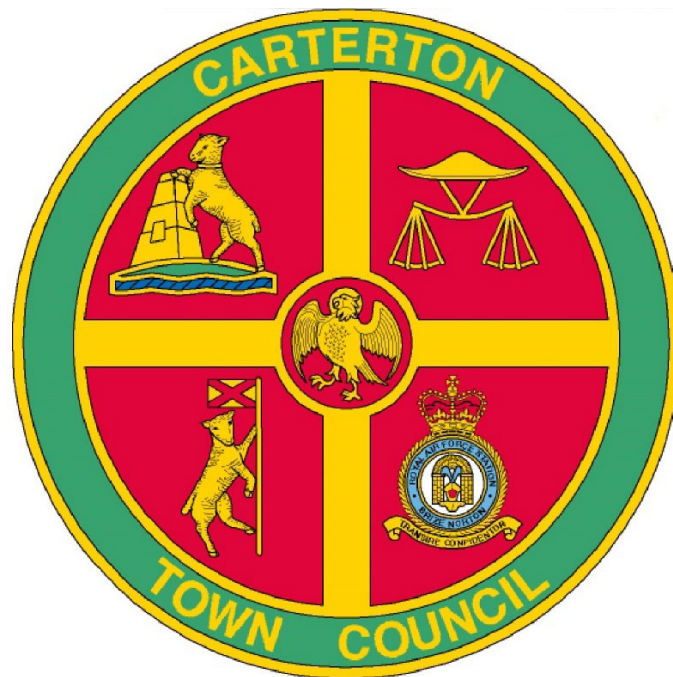
- A red circular shield representing the local tomato industry, surrounded by green to symbolise the countryside
- Four bars representing the crossroads from which the town developed
- The Eagle of St. John, reflecting the patron saint of the local church

The crest is further divided into four quarters representing:

- The Oxfordshire Ram, castle, and river from the County's Coat of Arms
- The Lamb and Flag from the Coat of Arms of Witney
- The Cardinal's Hat from Christ Church, Oxford, linked to the history of Black Bourton
- The crest of RAF Brize Norton, reflecting the town's close association with the base

Notably, the RAF Brize Norton crest is the only element within the Town Crest that represents a complete and specific external logo, rather than a symbolic reference.

At the time the Town Crest was adopted, the RAF crest (dating from 1968) correctly reflected the reigning monarch, Queen Elizabeth II.



3. Current Context

As part of preparations to produce a Town Flag, it has been identified by suppliers that the RAF Brize Norton crest has since been updated to reflect the new Tudor Crown. This raises the question of whether the Town Crest should now be amended to maintain accuracy and consistency with current official insignia.

Across government and public bodies, many organisations have already adopted the updated Royal Cypher. Government departments, websites, and military insignia have been revised accordingly.

An example of which has been provided below:



4. Considerations for Council

Council is invited to consider the following:

- Whether the Town Crest should be updated to incorporate the revised RAF Brize Norton crest
- Whether the Town Crest should remain unchanged, preserving its historical design as adopted in 1971
- The potential financial implications of any amendment
- The scope of changes required and an appropriate timeframe for implementation

5. Potential Advantages of Updating the Crest

- **Accuracy and Relevance:** Updating the crest would ensure alignment with current official insignia and the reigning monarch
- **Consistency:** It would bring the Town Crest in line with updates already made by government bodies and the military
- **Reflecting Current Associations:** As RAF Brize Norton remains a key part of the town's identity, an updated crest would reflect its current official emblem
- **Future-Proofing:** Making the change now may avoid the need for further revision in the near term

6. Potential Disadvantages of Updating the Crest

- **Cost Implications:** Updating the crest would incur costs, including design work and replacement of materials
- **Scope of Changes:** Items requiring update may include:
 - Printed stationery (e.g. headed paper, minutes, posters)
 - The Town Council website
 - Town gateways and signage
 - Noticeboards (replacement or updated overlays)
 - Mayoral and Deputy Mayoral regalia

- **Historical Integrity:** The current crest reflects the town's identity as established in 1971, and altering it may be seen as diminishing its historical authenticity
- **Partial Inconsistency:** Other elements within the crest are symbolic rather than exact replicas; updating only the RAF element could create inconsistency in approach

7. Potential Implementation Approach

Should Council decide to proceed with an update, the following steps may be considered:

1. Commission a designer to amend the RAF Brize Norton element within the crest
2. Introduce the revised crest gradually, prioritising digital and newly produced materials
3. Replace physical assets over time as part of scheduled maintenance or renewal cycles
4. Review costs associated with updating ceremonial items such as regalia

8. Conclusion

The decision to amend the Town Crest requires balancing historical preservation against the desire for accuracy and alignment with current national symbols. While updating the crest would ensure consistency with the present monarchy and associated institutions, it carries financial and practical implications, as well as considerations regarding the preservation of the town's established identity.

Council is therefore asked to determine whether the benefits of updating the crest outweigh the costs and potential impact on its historical continuity.

Appendix

Below are the examples of the images the town crest is originally based on.



Town Crest Recommendation and Supplementary Note

Recommendation of the Finance and Governance Committee

The committee's recommendation to Council is to facilitate a wider conversation on the matter, including at the Annual Town Meeting, in order to gather more views to help inform the Council's consideration.

Supplementary Officer Note (Chief Officer / Town Clerk)

Members are invited to note that the report presented to the Finance & Governance Committee sets out the background and options in relation to the Town Crest.

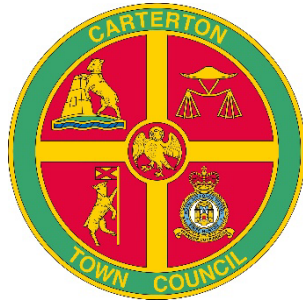
In considering this matter, Members may wish to reflect on the distinction between a civic crest and a corporate logo. The Town Crest, adopted in 1971, represents Carterton's identity and associations at that time, including its relationship with the Royal Air Force. As such, it may be regarded as a fixed historical symbol rather than a "live" identity intended to track changes in external organisations.

While national institutions update insignia to reflect the reigning monarch, there is no equivalent requirement for local civic symbols. The inclusion of the RAF badge within the crest therefore remains historically accurate as part of the Town's original design.

Members are also asked to note that any amendment to the Town Crest would have wider implications, including cost, scope of implementation, and potential impact on community organisations that make use of the crest.

Should Members wish to explore this matter further, it may be appropriate to first consider a more detailed officer report setting out the full implications and options, and then determine whether and how best to engage with residents.

In this context, Members are asked to note that any discussion at the Annual Town Meeting would be advisory in nature and should be carefully framed to ensure it does not give rise to an expectation that the outcome would determine the Council's decision. Such engagement would form one part of the Council's overall consideration alongside cost, heritage, and practical implications.



CARTERTON TOWN COUNCIL

Motion Proposal Form

Proposed by:

Seconded by (if known):

Date of submission:

1. Title of Motion

(Short and clear)

2. Background (brief)

(Why is this being brought forward? What is the issue? – 2–4 sentences)

3. Proposed Motion

This Council notes that:

-

This Council resolves to:

-

4. Proposed Actions (if not clear above)

(Who is being written to / what is being requested?)

5. Proposed Route for Consideration

Committee first (recommended where appropriate)

→ Please indicate which committee:

- Finance & Governance
- Recreation & Amenities
- Economic Development & Environment
- Planning
- Grants
- HR

Direct to Full Council (*please give brief reason*)

(e.g. urgency, strategic issue, not within a specific committee remit)

Please ensure proposed actions are proportionate and within the role of the Town Council.

CARTERTON TOWN COUNCIL

Motion: Access to Primary Care Services in Carterton

Proposed by Councillor Simon Watson

This Council notes that:

1. Residents of Carterton registered with Broadshires Health Centre are currently experiencing waiting times of up to six weeks for a routine GP appointment. Broadshires Health Centre has declared an AMBER state urgent notice on multiple occasions this year, as publicly recorded on their Facebook page.
2. Bampton Surgery has recently ceased operating its branch at Carterton Health Centre, reducing primary care choice for residents in the town, particularly those with reduced mobility or without access to private transport.
3. Carterton is a growing town and the pressure on local GP services is likely to increase without intervention, especially given the approximately 7,000 new homes proposed in the emerging new District Local Plan.
4. Access to timely primary care is a matter of significant public health concern for our community.

This Council recognises that:

- Responsibility for the commissioning and delivery of primary care services rests with the NHS, including the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board
- Local GP practices are operating under significant national and regional pressures
- Carterton Town Council has an important role in representing the experiences and concerns of its residents and advocating for appropriate local provision

This Council resolves to:

1. Engage with local healthcare providers

Write to Broadshires Health Centre and Bampton Surgery to acknowledge the pressures they are facing, to better understand current service provision, and to seek clarification on any planned changes affecting Carterton residents

2. Raise concerns with the ICB

Write to NHS Thames Valley Integrated Care Board (ICB) to share residents' experiences and request information on current capacity, improvement plans, and how future housing growth in Carterton is being considered in primary care planning.

3. Work with local partners to strengthen understanding of patient experience

Engage with Healthwatch Oxfordshire to share local concerns and understand any existing evidence regarding access to GP services in Carterton

4. Facilitate constructive dialogue

Invite representatives from NHS Thames Valley ICB and/or local healthcare providers to engage with the council to discuss challenges and potential solutions.

5. Reflect healthcare needs in planning and infrastructure discussions

Ensure that the need for appropriate healthcare provision is clearly reflected in the Council's responses to planning consultations and infrastructure planning associated with the town's growth

Proposed by: Councillor Simon Watson

Seconded by: Councillor _____

Date: _____



Community Governance Review (CGR)

Statutory framework and local options for
Carterton Town Council



What is a Community Governance Review?

- Statutory process under the Local Government and Public Involvement in Health Act 2007
- Allows changes to parish boundaries
- Creation, merger or abolition of parishes
- Alteration of electoral arrangements
- Changes to council size
- Conducted by West Oxfordshire District Council
- Town Council may request, but does not determine outcome



Why Might Carterton Consider a CGR?

- Housing growth on parish edges
- Service demand beyond current boundary
- Council Tax Precept implications
- Community Infrastructure Levy (CIL)
- Align governance with natural community
- Identity and representation

Options

Option A – Do Nothing

Pros:

- Stability
- No controversy
- No administrative burden

Risks:

- Mismatch between service demand and tax base
- Loss of CIL
- Reduced influence

Option B – Boundary Changes to Existing Parishes

Pros:

- Align governance with built-up area
- Potential increase in tax base
- Strengthen service planning

Risks:

- Objection from neighbouring parishes
- Political sensitivity
- Public resistance

Option C – Merger with another Parish

Pros:

- Single governance structure
- Economies of scale
- Clearer strategic voice

Risks:

- Identity concerns
- Representation balance
- Complex transition

Option D – Creation of New Parishes for New Settlements

Pros:

- Strong local identity
- Dedicated representation

Risks:

- Small initial tax base
- Administrative costs
- Long-term viability concerns



CGR Process Overview

1. Formal request to District
2. Public consultation
3. Evidence-based assessment
4. Final decision by District Council

Timescale: Typically, 6–12 months



Key Considerations

- Financial implications (Precept & CIL)
- Natural community alignment
- Council size and workload
- Political relationships
- Public perception
- Strategic growth context



Initial Thoughts or Questions

Further information required

Carterton Area Strategy Update – April 2026

Following the appointment of a Lead Officer, which councillors noted last month, work to develop a strategy for the area has continued. With the welcome support of the Town Council, an Expression of Interest (EOI) for the UK Town of Culture 2028 was submitted by the District Council at the end of March. The competition includes three size categories, with Carterton falling within the *small town* category (under 20,000 population). The EOI focused on the town's heritage, in particular its origins in market gardening and its growth linked to RAF Brize Norton. These themes were used to shape a proposal for a strong, community-led cultural programme with a lasting legacy.

Shortlisting decisions are expected in the spring. Shortlisted towns will receive a grant to develop a full application, with final winners announced in early 2027. Regardless of the outcome, the proposals developed through the EOI will inform and support work on the wider area strategy.

Work on the strategy has also focused on early engagement with partners and a review of existing evidence, to help identify key challenges and opportunities and shape priorities and early project ideas. The current resident survey and forthcoming discussions at the Annual Town Meeting (to be attended by the Regeneration Lead), will provide further valuable input.

The scope of the strategy is being developed to complement the new Local Plan, and progress has been made on how the two will align. A key objective will be to coordinate future infrastructure and facilities effectively, supporting good placemaking and delivering benefits for both existing and new communities.

More detailed proposals for the programme over the coming months are in development, covering governance, resourcing, stakeholder engagement, communication and delivery. It is hoped that a small number of early projects can be commissioned to build momentum and profile, recognising that some opportunities will require longer-term work to be fully realised. Draft proposals will be shared with key partners, including the Town Council, to test and shape these plans.

Michael Rich

Regeneration Lead for the Carterton Area Strategy

Supplier Quotes:

Town Hall Decorating

Building Your Vision.
Creating Your Dream.



Unit 5, 154 Newland, Witney, OX28 3JH

07896664277

01993 705049

stuart@handobbuilding.co.uk

www.handobbuilding.co.uk

Quote

Carterton town hall
Town Hall
19 Alverscot Rd
Carterton
OX18 3JL

Date: 25/02/2026
Ref: 101081-3

SITE WORK £269.36

Removal daildo rail main hall £58.80

Woodwork and Openings Removal

✓ Remove skirting, architrave, dado rail - 12 m

Disposal:

✓ Disposal surplus materials off site
✓ We have allowed for 6 x Rubble Sack 30kg

Preparation & Protection £210.56

Preparation & Protection.

Floor Protection

✓ Providing and maintaining temporary floor protection using:
✓ Roll & Stroll Protector Hard Surface 600mm x 20m - 3 each
✓ Carpet Protection 600mm x 50m - 2 each

FINISHES £3,637.26

Decorating to main hall £1,464.11

Decorating.

Decorating Walls to a total area of 80 m²

✓ Walls to be painted with two full coats emulsion in color paint

Decorating ceiling to a total area of 48 m²

✓ Ceiling to be painted with two full coats emulsion in white paint

Decorating Mayers parlour room £929.64

Decorating.

Decorating Walls to a total area of 52 m²

✓ Walls to be painted with two full coats emulsion in color paint

Decorating ceiling to a total area of 26 m²

✓ Ceiling to be painted with two full coats emulsion in white paint

Decorating Hall stairs and landing £1,243.51

Decorating.

Decorating Walls to a total area of 80 m²

✓ Walls to be painted with two full coats emulsion in color paint

Decorating ceiling to a total area of 28 m²

✓ Ceiling to be painted with two full coats emulsion in white paint

OTHER COSTS

£400.00

 PC Sums Move all the painting/and re hang £400.00

Other costs	Qty	Unit	Rate (£)	Value (£)
Move all the painting/and re hang	1.0	each	£400.00	£400.00

Subtotal: **£4,306.62**

VAT @ 20%: **£861.32**

Total : **£5,167.95**

PMO & SON DECORATORS.

46 Ashfield Road. Carterton. Oxfordshire OX18 3RA
Tel 01993 842445 Mob 07774673685

Email philfreepmo@gmail.com
www.pmo-decorators.com

ESTIMATE

Carterton Town Council
Town Hall
19 Alvescot Road
Carterton
5th March 2026

Interior Decoration to.

Main Hall.
Atrium
Stairs and landing
Mayors Parlour.

Remove Chair rails which support pictures and make good.
Remove electrical plates and make good. Once power has been removed.
Prepare and paint walls.
Prepare and make good ceilings.

Materials
Dulux Scuff Shield
Dulux White Fast Matt
Gyproc Patches
Easy Fill.

Price includes materials and labour
Price is plus Vat.

£2,575.00

Dulux Select Membership Number 330482532
Public Liability Policy Number LX17945537
VAT 281260713

Nick Jones

Painter & Decorator

NICK JONES PAINTING AND DECORATING LTD

Vat Registration number 364 7999 30

Company number 11945057

Fully Insured, Est 1992 Oxford ,12 month guarantee on all work

62 Sherbourne rd ,Witney OX285FH

Tel 07540659441 Email info@nickjonesdecorating.co.uk

www.nickjonesdecorating.co.uk

10th March 2026

Lyndy Dennis
Town Hall
Carterton

Main Ground floor Room

General

Protect flooring with Packex flooring protector.

Mask all edges

Cover and protect any units/walls with static cling Polythene

Make good walls .Fill where necessary

Sand walls with p120 discs.Dust extraction unit to be used.

Paint walls in 2 x coats Dulux Vinyl Matt emulsion (tinted)

Undercoat radiators with Dulux white undercoat

Top coat Radiators in 1x coats Brilliant white satinwood

Labour and all materials £1080.27

+VAT @ 20 %

Hall/Stairs/Landing

Not including entrance hall leads up to first doors.

Protect flooring with Packexe flooring protector.
Mask all edges
Cover and protect any units/walls with static cling Polythene
Make good walls /Fill where necessary
Sand walls with p120 discs.Dust extraction unit to be used.
Paint walls in 2 x coats Dulux Vinyl Matt emulsion (tinted)
Paint ceilings in 2 x coats Dulux vinyl matt brilliant white
Undercoat radiators with Dulux white undercoat
Top coat Radiators in 1x coats Brilliant white satinwood

Labour and all materials £2535.37

+VAT @ 20 %

Main Office on first floor

Protect flooring with Packexe flooring protector.
Mask all edges
Cover and protect any units/walls with static cling Polythene
Make good walls /Fill where necessary
Sand walls with p120 discs.Dust extraction unit to be used.
Paint walls in 2 x coats Dulux Vinyl Matt emulsion (tinted)
Undercoat radiators with Dulux white undercoat
Top coat Radiators in 1x coats Brilliant white satinwood

Labour and all materials £821.46

+VAT @ 20 %

Total £4,437.10 + vat

**Quote valid for 10 days. If accepted within 10 days and booked in for any time within the next 6 months the quote will not change.

Direct line Public liability insurance policy number 100380734

The accepted quote is the price you agree to pay unless items are changed by mutual agreement and noted in writing or email.

Payment required on completion by bacs transfer to
Nick Jones Painting and Decorating LTD
Lloyds Bank
Sort code 30-99-78
Account number 81168468.

Some larger projects may require material payments made a week prior commencement or Labour payments to be made weekly throughout the project.

I am competitive so if you can find a cheaper like for like quote by another local tradesman who is insured, qualified and offers the same 12 month workmanship guarantee such as myself I will beat the quote.

For more info on past and present projects
<http://www.facebook.com/Nick.Jones.Decorating>

Regards
Nick Jones