



8th February 2017

SUMMONS TO COUNCILLORS TO ATTEND

MEETING: TOWN COUNCIL MEETING
PLACE: MAYOR'S PARLOUR, TOWN HALL, WOODSTOCK
DATE: **TUESDAY 14TH FEBRUARY 2017**
TIME: 7.30pm

AGENDA

- 1 **APOLOGIES FOR ABSENCE**
- 2 **DECLARATIONS OF INTEREST**
To receive declarations of interest from councillors on items on the agenda
- 3 **TO APPROVE THE MINUTES OF:**
(i) The Meeting of the Town Council held on Tuesday 10th January 2017 (enclosed)
- 4 **PUBLIC PARTICIPATION SESSION**
- 5 **COUNTY AND DISTRICT COUNCILLORS UPDATE**
(i) To receive the February report from Cllr I Hudspeth (to follow)
(ii) To receive the February report from District Cllrs J Cooper & E Poskitt (to follow)
- 6 **COMMUNICATIONS**
To receive such communications as The Mayor may wish to lay before the council
- 7 **QUESTIONS**
To receive any questions received under WTC Standing Orders 8
- 8 **MOTIONS PRESENTED TO COUNCIL**
(i) To receive the following motion from Cllr S Parnes seconded by Cllr J Cooper

Woodstock Town Council notes with appreciation and admiration the Woodchip Green Gym volunteers' contribution of their time, care and skill in facilitating fence repairs at the New Road Play Area on Wednesday 1st February 2017. The Town Council extends its thanks for the job well done.

(ii) To receive the following motion from Cllr S Parnes

Woodstock Town Council RESOLVES that if the Town Council is to be represented at the February 'high level strategic meeting' at Blenheim – where Palace, County Council and District Council representatives will convene for 'Place Review' -type discussions focusing on Woodstock - the Woodstock Town Council shall be represented by its retained professional planning advisors of Kemp & Kemp.

9 **PLANNING**

To receive and consider the following planning applications

- a) Ref:17/00053/HHD 3 Briar Thicket Woodstock Oxfordshire
Alterations and erection of two storey front extension.
- b) Ref: 7/00306/HHD9 Crecy Walk Woodstock Oxfordshire
Erection of single and two storey extension

10 **REPORT OF THE RESPONSIBLE FINANCIAL OFFICER**

To receive and consider the report of the Responsible Financial Officer.

- (i) To receive the list of payments for January 2017(enclosed)
Recommendation
That the Council resolve that the list of payments totalling £19,540.54 made in the month of January 2017 be received and approved.
- (ii) Bank Reconciliation Statement for January 2017 (enclosed)
To receive and consider the bank reconciliation statement.
- (iii) Summary and Detailed Income & Expenditure Statement for January 2017.
(enclosed)To receive and consider the summary and detailed income & expenditure statements
- (iv) Internal controls – the following internal controls have been undertaken since the last Town council meeting; Bank reconciliation and Assets. They were considered satisfactory
- (v) Council Disposition of Funds at 31st January 2017 (enclosed)
To receive the disposition of funds statement
- (vi) To receive two Invoices for payment: No KK12199 & No 733016

11 **HEALTH & SAFETY**

- (i) To receive a report from the Acting Town Clerk (enclosed)
- (ii) To receive a report from the Mayor concerning the hoisting of the flag on the Town Hall

12 **ONE OXFORDSHIRE UNITARY COUNCIL**

To receive an invitation to a meeting about Town and Parish Councils in” One Oxfordshire” Unitary Council

- 13 **COMMUNITY INFRASTRUCTURE LEVY**
To consider a response to a paper from WODC re: CIL (enclosed)
- 14 **OXFORD AIRPORT CONSULTATIVE COMMITTEE**
To consider a report from Cllr S Parnes (to follow)
- 15 **WTC SUPPORT FOR THE OXFORDSHIRE MUSEUM**
To consider a report and a Motion from Cllr S Parnes (to follow)
- 16 **WODC PLANNING CONSENT FOR 'LAND EAST OF WOODSTOCK'**
To consider a report and a Motion by Cllrs S Parnes (to follow)
- 17 **RESOURCES & GENERAL PURPOSES COMMITTEE**
To receive the draft minutes of the WTC Resources and General Purposes meeting held on Tuesday 24th January 2017 (enclosed)
- 18 **ENVIRONMENT COMMITTEE**
(i) To receive the draft minutes of the WTC Environment Committee held on Tuesday 24th January 2017 (enclosed)
(ii) To receive correspondence from a resident concerning pollution (enclosed)
(iii) To receive a letter correspondence from a residence re: Dog Fouling (enclosed)
- 19 **PROPERTY MATTERS**
(i) To receive a report from the Council member for property
(ii) To sign lease agreement Suite 2- ground floor office Community Centre
- 20 **STAFF VACANCY**
To receive and consider staff vacancy advertisement and connected documents (enclosed)
- EXCLUSION OF THE PUBLIC AND PRESS**
That in view of the nature of the business to be transacted the public and press be temporarily excluded from the meeting (Public Bodies (Admission to Meetings) Act 1960 s.1).
- 21 **FREETHS INVOICES**
Update on Freeths invoices.



Acting Town Clerk