



4th September, 2018

SUMMONS TO COUNCILLORS TO ATTEND

MEETING: TOWN COUNCIL MEETING

PLACE: MAYOR'S PARLOUR, TOWN HALL, WOODSTOCK

DATE: TUESDAY 11th SEPTEMBER 2018

TIME: 7.30pm

PRE MEETING PRESENTATION

7.00pm Prior to the Monthly Council meeting there will be a presentation by Mr Simon Newton relating to Woodstock Christmas Lights

AGENDA

- 1 **APOLOGIES FOR ABSENCE**
- 2 **DISCLOSURES OF INTEREST**
To receive disclosures of interest from councillors for on items on the agenda
- 3 **PUBLIC PARTICIPATION SESSION**
- 4 **TO APPROVE THE MINUTES OF:**
The July Meeting of the Town Council, held on Tuesday 10th July 2018 (enclosed)
- 5 **REPORT FROM TOWN CLERK**
To receive a written report on progress of agenda items not resolved and issues arising since last meeting (enclosed)
- 6 **COUNTY AND DISTRICT COUNCILLORS UPDATE**
 - (i) To receive the monthly Parish report from CClr Ian Hudspeth (enclosed).
 - (ii) To receive the monthly report from District Cllrs J Cooper & E Poskitt (to follow).

7 **BLenheim THOUGHTS ON MOVING FORWARD, POST WODC LOCAL PLAN DECISION - ORAL PRESENTATION BY ROGER FILE**

[Target time 8pm]

8 **COMMUNICATIONS**

9 **QUESTIONS**

10 **MOTIONS PRESENTED TO COUNCIL**

11 **PLANNING**

- (i) West Oxfordshire District Council Local Plan - To receive reports from Cllrs T Redpath and F Collingwood.
- (ii) Cherwell District Council Local Plan - To receive reports from Cllrs P Jay & T Redpath.
- (iii) Oxfordshire County Council Minerals and Waste Local Plan: Part 2 – Site Allocations - Issues and Options Consultation - To agree any comments for submission prior to the 3rd October deadline. (email providing link to consultation document previously circulated and hard copy available to view at Woodstock Library).
- (iv) West Eynsham Strategic Development Area - Issues Paper - Consultation- To agree any comments for submission prior to the 21st September deadline. (email providing link to consultation document previously circulated).
- (v) Planning Applications - To receive and consider the following planning applications
 - a) Ref: APPLICATION NO: 18/02484/S73 Land East of Woodstock, Oxford Road
Variation of Conditions 4(approved plans), 19 (LEMP), 22 (tree protection) and 23 (landscaping), as well as minor changes to 28 (Design Code) of planning permission 16/01364/OUT to allow amended plans to Outline planning application (all matters reserved except for means of access in respect of new junction arrangements) comprising up to a maximum of 300 residential dwellings, up to 1100sqm of A1/A2/B1/D1 floorspace; associated infrastructure, engineering and ancillary works; provision of public open space; formation of vehicular accesses; and Full Planning Application for the development of phase 1 comprising 46 residential dwellings (46 of the 300 described above) with associated infrastructure and engineering works.
 - b) Ref: APPLICATION NO: 18/02574/RES Land East Of Woodstock, Oxford Road
Reserved Matters application for landscaping, appearance, scale, access and layout for the construction of 254 dwellings together with 884sqm (GIA) of class uses A1, A2, B1 and D1 floorspace and associated infrastructure, engineering and ancillary works including provision of public open space and formation of accesses.
 - c) Ref: APPLICATION NO: 18/02395/FUL & 18/02396/LBC Coach House, Woodstock House, Rectory Lane
Partial removal of garden wall for site access, full reinstatement on completion
- (iv) Temporary Planning Committee Minutes
 - a) To receive the approved minutes of the Temporary Planning meeting held on 10th July 2018 (enclosed)

- b) To receive the approved minutes of the Temporary Planning meeting held on 31st July 2018 (enclosed)
- c) To receive the draft minutes of the Temporary Planning meeting held on 15th August 2018 (enclosed)

12 REPORT OF THE RESPONSIBLE FINANCIAL OFFICER – AUGUST 2018

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

- (i) To receive the list of payments for July and August (enclosed)
Recommendation

That the Council resolve that the list of payments totalling £22,151.13 made in the month of July 2018 be received and approved.

That the council resolve that the list of payments totalling £24,716.54 made in the month of August 2018 be received and approved.

- (ii) Bank Reconciliation Statements (enclosed)
To receive and consider the bank reconciliation statements for July and August 2018

- (iii) Summary and Detailed Income & Expenditure Statements (enclosed).
To receive and consider the summary and detailed income & expenditure statements for August 2018

- iv) IT Report (enclosed)
To receive a report on IT support

- v) Photocopier lease report (to follow)
To receive a report and quotations for the new photocopier lease

13 PROPERTY MATTERS

To consider report from Cllr A Grant (enclosed)

14 ENVIRONMENT

To consider tree works flagged up in the Annual Tree Inspection Report previously circulated (paper enclosed).

15 BUDGET REVIEW

To receive the Budget review report and spreadsheets (enclosed)

16 ARMED FORCES COVENANT

To consider the suggested pledges within the report and decide which to sign up to.(enclosed)

17 WOODSTOCK SEWAGE SYSTEM NOW AND IN THE FUTURE

To receive a report from Cllr A Grant concerning the sewage system in Woodstock

- 18** **TREES OF REMEMBRANCE PROJECT: FREE SAPLING AND COMMEMORATIVE PLAQUE FOR ALL LOCAL COUNCILS IN OXFORDSHIRE**
To consider the above and decide whether to be part of the project and how to incorporate into commemorative celebrations
- 19** **PROTOCOL FOR USE OF MAYOR'S PARLOUR**
To consider and approve the protocol drafted by the Administrative Assistant (enclosed).
- 20** **APPEARANCE OF THE ALLEYWAY BEHIND THE CROWN**
To receive a report from Cllr M Parkinson (to follow).
- 21** **STYLE OF WOODSTOCK TOWN COUNCIL MEETING MINUTES**
To receive a report from The Town Clerk (enclosed)
- 22** **CHANGE OF WOODSTOCK TOWN COUNCIL JANUARY 2019 MEETING DATE**
To receive a report from the Clerk (enclosed)
- 23** **JCTPD MEETING HELD ON MONDAY 10th SEPTEMBER 2018**
To receive a summary report from Cllr E Poskitt (to follow)
- 24** **FACILITATING TOURIST COACHES**
To consider a report from Cllr S Parnes (to follow)
- 25** **REFUND OF RESIDENTS'/PUBLIC FINANCIAL CONTRIBUTIONS TO PLANNING CHALLENGE**
To receive a report from Cllr S Parnes (to follow).
- 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).
- 26** **CHRISTMAS LIGHTS**
To receive and consider the quotes for the Christmas lights - re earlier presentation (enclosed).
- 27** **PLAY AREA EQUIPMENT MAINTENANCE**
To receive and consider the report from the Town Clerk (to follow)
- 28** **PROPERTY CONTINUED**
To consider report from Cllr A Grant (enclosed)



Janine Saxton
Town Clerk