



7th September 2016

SUMMONS TO COUNCILLORS TO ATTEND

MEETING: TOWN COUNCIL MEETING

PLACE: MAYOR'S PARLOUR, TOWN HALL, WOODSTOCK

DATE: TUESDAY 13th SEPTEMBER 2016

TIME: 7.30pm

AGENDA

- 1 **APOLOGIES FOR ABSENCE**
- 2 **DECLARATIONS OF INTEREST**
- 3 **TO APPROVE THE MINUTES OF**
 - (i) The Meeting of the Town Council held on Tuesday 9th August 2016 (to follow)
 - (ii) The Extraordinary Meeting of the Town Council held on Tuesday 16th August 2016 (to follow)
- 4 **PUBLIC PARTICIPATION SESSION:**
 - (i) Superintendent Kath Lowe TVP.
- 5 **COUNTY AND DISTRICT COUNCILLOR UPDATES**
 - (i) To receive the September report from County Cllr I Hudspeth (previously circulated).
 - (ii) To receive the September report from District Cllrs J Cooper and E Poskitt (to follow).
- 6 **COMMUNICATIONS**

To receive such communication as the Town Mayor may wish to lay before the Council.
- 7 **QUESTIONS**

To receive any questions received under Standing Order No 8:
- 8 **MOTIONS PRESENTED TO COUNCIL**

To receive and consider the following two motions received from Cllr S Parnes under Standing Orders:

 1. *The Town Council RESOLVES:
Woodstock Town Council objects to any eviction or other forced displacement of the Woodstock Under Fives Association (WUFA) from its present site, and considers to be insufficient or unacceptable any Local Authority considerations disclosed publicly to date in relation traffic, safety, safeguarding and service implications of relocation - including ramifications for families benefitting from the range of WUFA services, especially those with siblings attending the primary school and WUFA.*

2. *The Town Council RESOLVES:
Woodstock Town Council rejects and objects to the County Council's "Final Response" to the "Land East of Woodstock Proposals" including due to lacking considerations for the impact upon Shipton Road and insufficient transport-related considerations for which purported "mitigation" is insufficient.*

9 **PLANNING**

- (i) Planning Applications: To receive and consider the following applications:
- a) Ref: 16/02515/FUL – Long Close, Oxford Road, Woodstock: Erection of three detached houses and associated works.
 - b) Ref: 16/02638/FUL – Owen Mumford, Green Lane, Woodstock: Temporary siting of portakabin for 3 years.
 - c) Ref: 16/02714/HHD – 59 New Road, Woodstock: Erection of rear conservatory.
 - d) Ref: 16/02740/HHD – Rosebank, 31 Brook Hill, Woodstock: Construction of car port.
 - e) Ref: 16/02788/FUL – 61 Oxford Street, Woodstock: Erection of replacement building.
 - f) Ref: 16/02857/HHD – Milverton, 81 New Road, Woodstock: Erection of single storey front and side extension.
 - g) Ref: 16/02881/HHD – 17 Green Lane, Woodstock: Single storey rear extension.
 - h) Ref: 16/02981/FUL – 17 Green Lane, Woodstock: Subdivision to create new dwelling.
- (ii) New WODC Procedure of 'prior approval applications'
To receive and consider the new procedure introduced by WODC (email previously circulated by Cllr J Cooper).

10 **'LAND EAST OF WOODSTOCK' PLANNING APPLICATION:**

- (i) Update
To consider any new information that has been received about the Woodstock East planning application since the last meeting.
- (ii) Non-Publication, by WODC, of yellow cards containing planning objections.
To consider a follow-up report and a motion from Cllr Parnes (to follow).

11 **REPORT OF THE RESPONSIBLE FINANCIAL OFFICER – SEPTEMBER 2016**

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

- (i) To receive the list of payments for August 2016 (enclosed)
Recommendation
That the Council resolve that the list of payments totalling £20.398.73 made in the month of August 2016 be received and approved.
- (ii) Bank Reconciliation Statement for August 2016 (enclosed)
To receive and consider the bank reconciliation statement.
- (iii) Summary and Detailed Income & Expenditure Statement for August 2016 (enclosed). To receive and consider the summary and detailed income & expenditure statements.

(iv) Annual Return:

To note that BDO has now completed the audit for the year ended 31 March 2016 report (enclosed).

12 BUDGET REVIEW

To receive and consider

- (i) The Budget Review 2016-17 Significant Differences Report (enclosed)
- (ii) The Budget Review Report 2016 (enclosed)
- (iii) The Budget 2016-17 Expenditure Details (enclosed)

13 ENVIRONMENT COMMITTEE

To receive and consider the draft minutes from the Environment Committee held on 23rd August 2016 (enclosed) including the following specific items:

(i) Approach from a Resident to Buy Some Council Land

To receive and consider an email from a resident (enclosed).

(ii) Overhanging Branches – Shared Driveway at Lower Brook Hill

To receive and consider any update about EC minute item EC/22/16 (ii) (a)

(iii) Christmas Lights Initiative

To receive and consider a fundraising suggestion from Cllr Mrs A Grant (enclosed).

14 COMMUNICATIONS WORKING GROUP

To receive and consider the minutes from the meeting of the Communications Working Group meeting that was held on 30th June 2016 (enclosed)

15 TRANSPORT AND TOURISM

To receive and consider a report from Cllr B Yoxall (enclosed).

16 'THIS IS WOODSTOCK' DAY – 8th OCTOBER 2016

To receive and consider an updating report from The Mayor (enclosed)

17 NEW ROAD PLAY AREA

(i) To receive and consider any correspondence received since the last TC meeting and an oral update from Cllr E Poskitt.

(ii) To note the report from the Town Clerk about the placing of the MUGA (previously circulated by email) and a report from Cllr Mrs T Redpath (previously circulated by email)

18 PROPERTY

(i) Property Report

To receive and consider the report from the Council Member for Property (to follow).

(ii) Council Member for Property

Update from the Mayor.

19 UNSIGHTLY AND DEFECTIVE ROOF SLATES AT BENS CLOSE AND RESOLVED REQUEST FOR COMPENSATION

To receive and consider a follow-up report from Cllr Parnes (to follow); and to consider any updates since scaffolding were due to be erected in early July.

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).

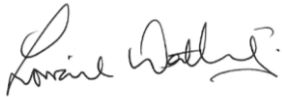
20 **NEW ROAD PLAY AREA Cont'd**

(i) To receive and consider the invoices B/F from the August Town Council meeting (previously circulated)

(ii) To receive and consider the quotes received for removing the MUGA and any other sensitive information that may have been received since the last meeting relating to the New Road Play Area.

21 **STAFF MATTER**

To receive a report from the Mayor.

A handwritten signature in black ink, appearing to read "Ronald Waterhouse". The signature is written in a cursive style with a horizontal line underneath.

Town Clerk