



5TH April 2017

SUMMONS TO COUNCILLORS TO ATTEND

MEETING: TOWN COUNCIL MEETING
PLACE: MAYOR'S PARLOUR, TOWN HALL, WOODSTOCK
DATE: TUESDAY 11TH APRIL 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:**
The Meeting of the Town Council held on Tuesday 14TH March 2017 (enclosed)
- 4 **PUBLIC PARTICIPATION SESSION**
- 5 **COUNTY AND DISTRICT COUNCILLORS UPDATE**
 - (i) To receive the March report from Cllr I Hudspeth (enclosed)
 - (ii) To receive the March 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 **CO-OPTION OF NEW COUNCILLOR**
- 9 **MOTIONS PRESENTED TO COUNCIL**
To receive the following motion from Cllr T Redpath

That WTC follow the custom in most town and parish councils, and discontinue the scheduling of an ordinary Town Council meeting during August."

10 PLANNING

To receive and consider the following planning applications

- (a) Ref: APPLICATION NO: 17/00674/HHD 19 Shipton Road Woodstock
Erection of single and two storey rear extensions.
- (b) Ref: APPLICATION NO: 17/01004/HHD 28 Hill Rise Woodstock
Garage conversion and single storey side extension
- (c) Ref: APPLICATION NO: 16/02055/FUL 3 Westland Way Woodstock
Erection of dwelling and creation of new access with two parking spaces for existing dwelling (amended)
- (d) Ref: APPLICATION NO: 17/00829/FUL 1 Hill Rise Woodstock
Erection of two dwellings with associated access and landscaping
- (e) Ref: APPLICATION NO: 17/00974/FUL The Retreat Banbury Road Woodstock
Conversion of outbuilding to holiday let/ care accommodation.
- (f) Ref: APPLICATION NO: 17/01132/HHD 36 Brook Hill Woodstock
Remove existing conservatory and extend living room

11 LICENSING ACT 2003 NEW APPLICATION

To receive and consider the following Licence application

Application for New Premises Licence

Post Office 2 Park Street Woodstock Oxfordshire OX20 1SP

under the Licensing Act 2003.

12 WODC LOCAL PLAN

To receive and consider correspondence from WTCs Planning Consultant

13 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 March 2017(enclosed)
Recommendation
That the Council resolve that the list of payments totalling £18,388.52 made in the month of March 2017 be received and approved.
- (ii) Bank Reconciliation Statement for March 2017 (enclosed)
To receive and consider the bank reconciliation statement.
- (iii) Summary and Detailed Income & Expenditure Statement for March 2017
To receive and consider the summary and detailed income & expenditure statements (enclosed)

PLEASE NOTE THE INCOME AND EXPENDITURE STATEMENT IS NOT THE FINAL YEAR END ACCOUNTS – YEAR END ADJUSTMENTS ARE STILL TO BE ADDED – INCLUDING ADDITIONAL EXPENDITURE. FINAL YEAR ACCOUNTS WILL BE PRESENTED AT THE MAY COUNCIL MEETING

14 **REVIEW OF COMMITTEES**

To receive an oral report from Cllr Redpath

15 **RESOURCES & GENERAL PURPOSE COMMITTEE**

To receive the draft minutes of the WTC R&GP Committee held on Tuesday 28th March 2017

16 **PROPERTY MATTERS**

- (a) To receive a report from the Council Member for Property
- (b) Report on Chairs re: Hiring conditions of Town Hall & Community Centre

17 **STAFF VACANCY**

To receive an oral update from the Mayor

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).

18 **UNPAID INVOICE** (details previously circulated)



Acting Town Clerk