

**MINUTES OF THE MEETING OF THE  
WOODSTOCK TOWN COUNCIL MAYOR'S COMMITTEE  
HELD AT 7.30 PM ON TUESDAY 22<sup>nd</sup> SEPTEMBER 2015  
IN THE MAYOR'S PARLOUR, WOODSTOCK TOWN HALL**

**PRESENT:**

Cllr E Poskitt (Town Mayor)  
Cllr S Parnes  
Cllr J Cooper

Cllr B Yoxall (from agenda item 5)  
Cllr M Robertson  
Cllr P Jay

Also in attendance were nine members of the public.

**MC/28/15**      **APOLOGIES FOR ABSENCE:** Cllrs C Carritt and T Wray.

**MC/29/15**      **DECLARATIONS OF INTEREST:** Cllr E Poskitt (the Mayor) declared a pecuniary interest in Agenda Item 6 Planning (iii) Report about WODC Development Control Committee's consideration of the Woodstock East Planning Proposal and to discuss any recommendations for the equivalent CDC meeting as she lives at Hedge End and a general interest in Agenda Items 5 Motions and 6 Planning as a West Oxfordshire District Cllr involved in the Uplands Planning sub-committee.

Cllr J Cooper declared general interest in Agenda Items 5 Motions and 6 Planning as a West Oxfordshire District Cllr.

**MC/30/15**      **MINUTES:** The minutes of the Mayor's Committee held on 28<sup>th</sup> July 2015 were received and considered. The committee

**RESOLVED** (unanimous) that the minutes of the meeting of the Mayor's Committee held on 28<sup>th</sup> July 2015 were approved as a true record subject to the following amendments

MC/21/15 (ii) Shipton Road Speed Limits. This sentence was amended to read "This item was deferred to the full Council meeting in August as the Mayor ruled that it was beyond the remit of the Mayor's Committee."

MC/21/15 (iii) Un-notified Disruption by Thames Water on the Shipton Road Development. The second sentence was amended so that the word "that" was inserted after the word "motion".

MC/23/15 Infrastructure Priorities. The reference to "Colin" was replaced by the words "Cllr C Carritt" at the beginning of the third sentence.

The Mayor then signed the minutes.

**MC/31/15**      **PUBLIC PARTICIPATION SESSION:**

(i)      **Mrs Sarah Williams – Planning Application: 1 Upper Brook Hill**  
Mrs Williams asked the Council to support the objections of neighbours about 1 Upper Brook Hill. She said that the issues were the understated height and frosted glazing. Mrs Williams said that the view of the Town Council was important as its opinion always came early in the Uplands Planning Sub-Committee's deliberations. She viewed the excess height to be a material consideration because of the solid flat roof design of the building. She considered the building to be a solid grey mass that affected the sense of well-being of neighbours as it was over bearing and affected their privacy. She said that there were still some clear glass windows that would enable neighbours to see into the bathroom and bedrooms of the property. Mrs Williams asked WTC to rescind its previous decision because the amended planning application caused material harm to

neighbouring residents and was an example of the creeping flouting of planning permissions.

The Mayor said that the WODC Planning Officer had confirmed that the obscure glazing of the windows was voluntary to the owner due to the wording of the original planning approval.

The possible rescission of the WTC planning response was discussed and it was confirmed that the Mayor's Committee could make a recommendation to the Town Council if it so wished. The tight response deadline was noted.

The Mayor thanked Mrs Williams for addressing the Council.

**MC/32/15**

**MOTION**

The Mayor had previously disclosed a pecuniary interest and left the meeting whilst the following motion was discussed. Cllr P Jay proposed, Cllr M Robertson seconded the motion and it was

**RESOLVED** that in the absence of the Mayor and Deputy Mayor Cllr J Cooper would take the Chair for this part of the meeting.

Cllr B Yoxall joined the meeting at this point.

Cllr S Parnes proposed, Cllr P Jay seconded the motion and the Council

**RESOLVED** (4 votes for and 1 vote against) that WTC will submit a written query to the Chief Executive of West Oxfordshire District Council, requesting the following urgent clarification:

The Planning Officer's recommendations to the WODC Development Control Committee, and previous WODC planning policy memos, all in relation to Planning Application 14-02063-OUT (aka "Woodstock East") stated: "Part of the site has been identified as suitable for housing development in the SHLAA for around 180 dwellings." However, in the public enquiry to the previous Local Plan, the Planning Inspector ruled out this site for development and ruled it should be removed from consideration as a potential development site. Alternative sites were accepted and built on. Why the SHLAA still includes this site? Was it ever removed? Why wasn't there any consultation about leaving it in, or returning it to, the SHLAA?

**ACTION:** *The Town Clerk will write to WODC.*

The Mayor then re-joined the meeting

**MC/33/15**

**PLANNING:**

The Mayor and Cllr J Cooper both declared a general interest.

(i) Planning applications:

The Mayor's Committee received and considered the following planning application:

a) Ref: 15/03169/ADV – Land at Oxford Road, Woodstock: Erection of free standing sign (Retrospective) [Bloom]. The Mayor proposed, Cllr M Robertson seconded the motion and the Mayor's Committee

**RESOLVED** (unanimous) that WTC supports this planning application.

b) Ref: 15/02786/HHD – Rosebank, 31 Brook Hill, Woodstock: Erection of car port. This application had been referred to Uplands Planning Sub-committee and so WTC still

had opportunity to comment. Cllr M Robertson proposed, Cllr J Cooper seconded the motion and the Mayor's Committee

**RESOLVED** (unanimous) that the Mayor's Committee reaffirms the decision that it made on 8<sup>th</sup> September 2015.

c) Ref: 15/02620/S73 – 1 Upper Brook Hill, Woodstock: Further discussion took place about this planning application in line with the WTC recommendation made at the meeting on 8<sup>th</sup> September 2015. Cllr P Jay proposed, Cllr M Robertson seconded the motion and the Mayor's Committee

**RECOMMENDED (3 votes for, 2 votes against and 1 abstention) that subject to the provisions of WTC Standing Order 11 (a) the Woodstock Town Council advises the planning authority that in the light of further information including in particular the violation of the conditions originally imposed regarding the height of the building WTC opposes this planning application.**

Cllrs P Jay and M Robertson requested an ETC to be held on Tuesday 29<sup>th</sup> September to consider this recommendation from the Mayor's Committee.

**ACTION:** *The Town Clerk will arrange the requested ETC.*

(ii) West Oxfordshire Local Plan

The examination of the WODC Local Plan has been delayed due to the personal circumstances of the Planning Inspector. The Mayor proposed, Cllr J Cooper seconded the motion and the Mayor's Committee

**RESOLVED** to defer the decision about whether WTC wishes to engage Kemp and Kemp to represent its views at the examination meetings until the October Town Council meeting.

The Mayor left the meeting at this point and Cllr J Cooper assumed the Chair

(iii) Report about WODC Development Control Committee's consideration of the Woodstock East Planning Proposal and to discuss any recommendations for the equivalent CDC meeting

Cllr J Cooper reported that on Monday 21<sup>st</sup> September 2015 the West Oxfordshire District Council (WODC) Development Control Committee deliberated on the proposed development at 'Woodstock East'. This committee voted by a 21-1 majority to refuse this planning application. The Woodstock East planning application was refused on the following grounds:

- Principle of a development of this size on this land
- Non-compliance with strategic transport objective at County level
- Heritage issues
- Loss of agricultural space between Woodstock & Bladon
- Impact on the landscape
- Failure of the design to form a logical complement to Woodstock
- Contrary to Cherwell Local Plan policy on employment development in rural areas
- Failure to demonstrate proposed sports facilities fit for purpose/accessible/sustainable
- Light pollution in a rural setting
- Unsatisfactory contribution and legal agreements

Because this planning application crosses the boundaries of two districts it will be considered separately by the Cherwell District Council (CDC) Planning Committee on 1<sup>st</sup> October 2015.

**ACTION:** *The Woodstock Town Council Web Site will be updated by the Town Clerk.*

The Mayor then re-joined the meeting.

**MC/34/15**      **FINANCIAL MATTERS**

(i)      2016/17 Budget Timetable  
The 2016/17 budget timetable was noted.

**ACTION:** *The Town Clerk will ensure that electronic and hard copies of the entire draft budget report and any accompanying report are available to Cllrs not less than 1 week before the budget is discussed on 10<sup>th</sup> November 2015.*

(ii)      Budget Seminar  
The budget seminar for Cllrs will take place at 6pm on Tuesday 20<sup>th</sup> October in the Mayor's Parlour.

**ACTIONS:**

1. *The Town Clerk will ask Cllrs to bring their copies of the original full budget paper to the seminar as the revised budget plan does not include future years.*
2. *The Town Clerk will ensure that some spare copies are available at the seminar.*

**MC/35/15**      **DELEGATED DECISIONS:** It was noted that the Town Clerk had not made any notifiable delegated decisions since the last meeting.

**EXCLUSION OF THE PUBLIC AND PRESS**

Cllr J Cooper proposed 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). The Mayor seconded this motion.

**RESOLVED** that members of the public are asked to leave the meeting temporarily whilst the Council considered confidential information.

**MC/36/15**      **STAFFING MATTERS:**

(i)      Bereavement of a Staff Member  
The Council noted with sadness that the Deputy Caretaker had recently been bereaved.

**ACTION:** *The Mayor will send a letter of condolence to the Deputy Caretaker.*

(ii)      Appraisals  
The Town Clerk noted that the annual staff appraisal process was underway.

**MC/37/15**      **NEW ROAD PLAY AREA**

The Mayor reminded all Cllrs that all of the following discussions were confidential. The Mayor provided an update about matters relevant to the possible legal action against Woodstock Town Council.

The meeting finished at 8.50pm

Signed.....

Date:.....