

**MINUTES OF THE MEETING OF THE
WOODSTOCK TOWN COUNCIL
HELD AT 7.30 PM ON TUESDAY 9 DECEMBER 2008
IN THE MAYOR'S PARLOUR, WOODSTOCK TOWN HALL**

PRESENT:

Cllr P Jay (Town Mayor)	Cllr T Gardiner (Deputy Mayor)
Cllr J Cooper	Cllr Mrs V Edwards
Cllr Mrs A Grant	Cllr A Glee
Cllr Mrs E Jay	Cllr G Myatt
Cllr P Redpath	Cllr Mrs T Redpath
Cllr Mrs P Richardson	Cllr Mrs E Stokes
Cllr I Thomas	Cllr B Yoxall

ALSO IN ATTENDANCE:

Honorary Townsman John Banbury, Mr Howard Morris (Editor, Woodstock and Bladon News) and three members of the public.

WTC/241/08 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr C Carritt, County Cllr I Hudspeth and District Cllr Mrs J Dunsmore.

WTC/242/08 DECLARATIONS OF INTEREST

None.

WTC/243/08 MINUTES

The Minutes of the meeting of the Town Council held on Tuesday 11 November 2008 were received and signed as a correct record.

The Minutes of the meeting of the Town Council held on Tuesday 25 November 2008 were received and signed as a correct record, subject to the replacement of the figure "£150" by "£1,500" in the fourth paragraph of Minute WTC/236/08, Budget 2009-2010.

WTC/244/08 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

None.

WTC/245/08 COMMUNICATIONS

Cllr P Jay, the Town Mayor, reported receipt of correspondence from local people regarding a spate of vandalism in the town. He had written to the Woodstock and Bladon News on the subject.

Cllr Jay also reported that he was contemplating holding a Mayor's Sunday event, which was a ceremony of great antiquity. He welcomed Members' views on the idea and indicated that he might submit a report at some stage in the future.

WTC/246/08 QUESTIONS

None.

WTC/247/08 LOCAL CODE OF CONDUCT

The Council received and considered an update from Cllr A Glee on the proposed amendment to the Town Council's Code of Conduct. It was MOVED by Cllr Glee, seconded by Cllr T Gardiner

“that a local protocol be added to the Code of Conduct for Woodstock which refers to Para 5 (‘you must not conduct yourself in a manner which could reasonably be regarded as bringing your office or authority into disrepute’) on the grounds that a failure to treat fellow Councillors with the respect to which their office entitles them would bring your office (as Councillor), or your own authority (as Councillor) into disrepute.”

A Member called for a named Vote, the result of which was as follows:

FOR	AGAINST	ABSTAINED
Cllr Mrs V Edwards	Cllr J Cooper	Cllr E Jay
Cllr T Gardiner	Cllr P Jay	
Cllr Mrs A Grant	Cllr Mrs P Richardson	
Cllr A Glee		
Cllr G Myatt		
Cllr P Redpath		
Cllr Mrs T Redpath		
Cllr Mrs E Stokes		
Cllr I Thomas		
Cllr B Yoxall		
TOTALS		
10	3	1

RESOLVED

that a local protocol be added to the Code of Conduct for Woodstock which refers to Para 5 (‘you must not conduct yourself in a manner which could reasonably be regarded as bringing your office or authority into disrepute’) and states that a failure to treat fellow Councillors with the respect to which their office entitles them would bring your office (as Councillor), or your own authority (as Councillor) into disrepute.

WTC/248/08 PLANNING

(a) Young's Garage Site

Members recalled that a Town Meeting was due to be held on Tuesday 16 December 2008 regarding the latest proposals for the redevelopment of this site. These were seen as a radical departure from the first set of proposals and it was felt that local people needed an opportunity to debate them. Further publicity for the meeting was agreed. Members noted a comment made in the national press on behalf of Berkeley Homes that the company had a policy of not building affordable homes. A Member pointed out that the revised site for the Doctors' surgery meant that the setting down point for car borne visitors would be at the junction of Hensington Road and Union Street which was not considered to be sensible.

(b) Banbury Road Exception Site

There was no further progress to report.

WTC/249/08 TRAFFIC CHAOS ASSOCIATED WITH GAME FAIR

The Council noted that a reply had been received from Cath James, Strategic Director (Environment) at the District Council, to the Town Council's letter on this matter and that the Town Mayor had responded immediately. No further communications had been received.

RESOLVED

That the immediate response sent by the Town Mayor to the letter received from Cath James be approved.

WTC/250/08 REPORT OF THE RESPONSIBLE FINANCIAL OFFICER – DECEMBER 2008

The Council received and considered the report of the Responsible Financial Officer.

(a) List of Payments for November 2008

RESOLVED

- (i) that the list of payments made in the month of November 2008 and amounting to £16,335.03 be received and approved;
- (ii) that all of the costs associated with the Honorary Townsman evening held on Monday 1 December 2008 be charged to the Civic budget;
- (iii) That a letter of thanks be sent to the photographer for the evening;
- (iv) that the Property Working Group consider the possibility of obtaining grant aid from the District Council for the Community Centre scheme, in the light of the application submitted by Chipping Norton Town Council.

(b) Bank Reconciliation Statements (2) for November 2008

RESOLVED

That the Bank Reconciliation Statements (2) for November 2008 be received and noted.

(c) Summary and Detailed Income and Expenditure Statements for November 2008

RESOLVED

That the Summary and Detailed Income and Expenditure Statements for November 2008 be received and noted.

(d) Budget 2009-2010

RESOLVED

That a Precept of £65,000 for the year 2009/10 be approved.

WTC/251/08 SEALING OF DOCUMENTS

None.

WTC/252/08 ENVIRONMENT REPORT

The Council received and considered the report of the CMfE which covered the safety inspection of memorials and other works at the two cemeteries, extensive works at the Watermeadows, and the possibility of BTCV obtaining a grant of £75,000 from WREN for works specifically for the

Watermeadows to be spread over 2 – 5 years. With regard to the latter item, the Council recorded its appreciation of the efforts of the CMfE and encouraged him in his endeavours.

RESOLVED

- (a) That the possibility of BTCV obtaining a grant of £75,000 from WREN towards works in the Watermeadows be supported;
- (b) that a further report be considered at the January meeting of Council.

WTC/253/08 *WORKING PARTIES*

RESOLVED

That Cllr G Myatt be appointed as a member of the Cemeteries (Health and Safety) Working Group

WTC/254/08 *HENSINGTON ROAD*

Council was reminded of a request from Leontine Cookson for a row of trees to be planted in the grass verge outside the Hensington Road cemetery and for a bench to be located there also. The tree issue had been referred to the County Council, as this matter fell within the responsibility of that Authority.

RESOLVED

That Leontine Cookson be advised that it is the view of the Town Council that there are enough trees and benches in this area

WTC/255/08 *TOWN CENTRE FORUM GROUPS*

The Council received a report from the Town Clerk on a request for information on Town Centre Forum Groups which had been received from Witney Town Council. It was reported at the meeting that the Town Council had provided financial support for Wake Up To Woodstock for three years and not two as stated in the report.

RESOLVED (By thirteen votes to one)

That a reply be sent to Witney Town Council as set out in the report of the Town Clerk, as amended, with an additional note that the Town Mayor is on the Wake Up To Woodstock steering group and is invited to all meetings.

WTC/256/08 *WINTER NEWSLETTER*

It was reported that contributions were invited for the Winter Newsletter and should be sent to the Communications Sub-Committee at the beginning of January 2009.

WTC/257/08 *CHRISTMAS CLOSING OF OFFICE*

RESOLVED

That the office closing dates for Christmas be the same as those adopted by West Oxfordshire District Council for its own offices, Thursday and Friday 25 and 26 December 2008 and Thursday and Friday 1 and 2 January 2009.

WTC/258/08 CIVIC ANNOUNCEMENTS

The Town Mayor reminded Members that the singing of Carols around the Christmas tree would take place on the evening of Wednesday 17 December.

WTC/259/08 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED

That in view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw.

WTC/260/08 PROPERTY MATTERS

The Council received an oral report from the CMfP / Town Clerk / Responsible Financial Officer.

RESOLVED

- a) That it be noted that tender documents for the Park Street roof project have been sent out;
- b) That it be noted that the review of property strategy is underway;
- c) That the RFO be authorised to write to Wilsons Commercial regarding the rent review for 24 Market Place in the terms set out in his report;
- (d) That the RFO be authorised to write to the tenant of 4 Market Street as set out in his report.

WTC/261/08 TOWN COUNCIL'S LIABILITIES AND RESPONSIBILITIES IN RESPECT OF ITS PROPERTY PORTFOLIO

The Council received and considered the report of the Town Clerk.

RESOLVED (By ten votes to two)

That the decision to accept the advice of Mr Meeson to employ Mr Paul Chaston to advise on the Town Council's liabilities and responsibilities in respect of its property portfolio be ratified.

WTC/262/08 MATERNITY LEAVE FOR MEMBER OF STAFF

RESOLVED

- (a) that the temporary member of staff commence her duties in the week beginning Monday 5 January 2009;
- (b) that the temporary member of staff work for a period of twelve hours during the week commencing Monday 15 December 2008 as an official handover period;
- (c) that the Council's best wishes be extended to the member of staff going on maternity leave.

The meeting rose at 9.00pm

Signed Date