

**MINUTES OF THE MEETING OF THE  
WOODSTOCK TOWN COUNCIL  
HELD AT 7.30 PM ON TUESDAY 14 APRIL 2009  
IN THE MAYOR'S PARLOUR, WOODSTOCK TOWN HALL**

**PRESENT:**

Cllr P Jay (Town Mayor)	Cllr T Gardiner (Deputy Mayor)
Cllr C Carritt	Cllr J Cooper
Cllr Mrs V Edwards	Cllr A Glee
Cllr Mrs A Grant	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:**

Hon Townsman Robert Edwards and six members of the public.

**WTC/359/08 APOLOGIES FOR ABSENCE**

An apology for absence was received from Cllr E Poskitt.

**WTC/360/08 DECLARATIONS OF INTEREST**

Cllrs Mrs V Edwards, Mrs E Jay and P Jay declared Prejudicial Interests in Agenda Item No. 13(b), Planning Applications – Ref. 09/0414/P/FP – construction of 16 affordable homes in Banbury Road – as they were Garden Tenants of Blenheim Estate.

**WTC/361/08 MINUTES**

The Minutes of the meeting of the Town Council held on Tuesday 10 March 2009 were received and signed as a correct record, subject to the addition of the words “in West Oxfordshire” after the words “1. Affordable Housing” under the heading “Rural Services Network” in Minute WTC/338/08, Strategy Committee.

The Minutes of the Extraordinary Meeting of the Council held on Tuesday 31 March 2009 were signed as a correct record.

**WTC/362/08 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA**

The Mayor noted that Mr N Tonks wished to speak on Agenda Item 11, Digging of Graves By Hand, and that Mr R White and Mr P Luff wished to speak on Agenda Item 13(a), Application for Planning Permission, Erection of Six 15 m High Floodlights for Woodstock Town Football Ground.

**WTC/363/08 PLANNING APPLICATION - REF: 09/0287/P/FP - ERECTION OF SIX 15M HIGH FLOODLIGHTING COLUMNS - WOODSTOCK TOWN FOOTBALL GROUND RECREATION GROUND**

Mr R White, representing Old Woodstock Town Football Club, addressed the Council in support of the application. He explained that the Club had been promoted to the Hellenic League. Therefore it was required by the Football Association to have floodlights and a small stand that could accommodate 50 people. Without these facilities, home games were having to be played in Abingdon and the Youth team was playing in Bicester. He spoke of the Club's commitment to promoting youth football and the benefits that this brought, and the entertainment for the people of Woodstock. He explained the details

of the proposed lighting system, the number of times that it would be used, and consultations that had been carried out with local residents.

Mr P Luff, a local resident, advised Members of the impact of the proposal on his property, which was immediately adjacent to the ground. It would lead to a dramatic increase in the use of the ground, light pollution of a significant level, noise pollution, and increased parking problems as the existing parking space would be taken up by the new stand. No information had been provided regarding noise contours, the new stand would magnify noise levels, and the use of the lights twice a week between September and May each year would result in 122 occasions when they would be in operation. If the Club was promoted further, then additional facilities would be required. There was no continuity of response from the Club due to constantly changing personnel.

Members discussed the application in detail. Certain Members spoke of the importance of the first team as a role model for the youth team, the advantages of modern lighting systems which cut off light pollution, the fact that the Club had obtained an eleven year lease from Blenheim Palace, and the wish that the ground continued as a football ground rather than becoming a housing site.

Concern was expressed that the new stand which would be required was not part of the application. There were suspicions that the Club was seeking to obtain improvements to the ground by stealth. Hellenic Premier League ground regulations required that fencing should be erected to prevent people going on to the ground without paying. The second pitch was a Recreation Ground and this public use needed to be protected. It was suggested that a decision on this matter should be deferred until the Council had had an opportunity of talking to the Club about their plans for the future.

Other Members did not support the call for deferral and it was pointed out that the football club had been using the ground before Mr Luff moved to his property. A Member stated that, whilst he would like the development to go ahead, he had been unaware of the need for a stand, that he did not want the ground to be fenced off, and that penalties should be imposed if there were any breaches of the planning permission and its conditions. Another Member regretted that the Council had not been consulted earlier by the Club on its plans, and was of the view that the 15 m high columns were huge.

Mr R White was invited to respond to some of the concerns that had been raised. He stated that the Club would not be playing any more football than it currently was, that the 50 seater stand would look more like a garage and would not block car parking, the ground would not be fenced off, and that the stand was not being applied for at this time because the Club did not have the money for it – there was no intention to achieve improvements by stealth.

**RESOLVED** (By nine votes to two)

That Woodstock Town Council supports this application but seeks approval subject to assurances that any increase in the number of columns, lanterns, or the intensity of illumination, or the periods of use are subject to consultation with residents and the Town Council and that West Oxfordshire District Council takes note that penalties must be applied for breaches of the consent up to and including discontinuation of lighting for non-compliance. As it presently stands Woodstock Town Council would not support any such increased use or facility.

## **WTC/364/08** *PROPERTY STRATEGY*

The Council received and considered:

- (a) the report of the informal meeting of the Property Working Group held on 31 March 2009;
- (b) a report of the CMfP regarding the need for a review of the way in which the Council administered its property portfolio;
- (c) a spreadsheet prepared by the Mayor and Cllrs Carritt and Yoxall, refined in the light of comments from Messrs Meeson and Chaston, setting out the financial consequences of the various possible alternative strategies.

The Council considered each of the possible alternative strategies which were summarised as being:

- (a) To continue as currently;
- (b) To dispose of the Council's property portfolio;
- (c) To:
  - (i) out source the management of all of the Council's properties to a single agent;
  - (ii) as per (i) but to multiple agents according to the various professions required;
  - (iii) and (iv) as per (i) or (ii) and to develop the Market Street properties.

The Council decided unanimously that it did not favour options (a) or (b). The sale of the Rectory lane garage was accepted by eight votes to four. The Council then considered whether management of the property portfolio should be by way of a one stop or multi stop approach, and the different varieties thereof. By eight votes to four it was agreed that the one stop shop option should be adopted and by nine votes to two it was agreed that the Council's preference in principle was for the development of the Market Street properties.

The Council then considered the report of the CMfP.

### **RESOLVED**

- (a) that the option for a one stop shop approach to property management be adopted;
- (b) in principle, that the Market Street properties be developed;
- (c) that the Rectory Lane garage be sold;
- (d) that no further costs be incurred in reviewing the Property Strategy at this stage, but that a further review be carried out when the market improves.

### ***WTC/365/08 DIGGING OF GRAVES BY HAND***

At the November 2008 meeting of Council it had been Resolved "that the Council review its policy on the digging of graves by hand at the expiry of the six month period from the date of the decision to confirm the policy that all graves shall be dug by hand and that Mr Tonks and other Funeral Directors who use the Lawn Cemetery be invited to attend and advise the Council of their views on this issue at that time."

Mr N Tonks, the local Funeral Director, acknowledged the reasons for the imposition of the policy not to allow the use of mechanical diggers. He suggested that a different approach be adopted, whereby the grave diggers would lay down carpets or something similar to protect graves from the marks that might otherwise be left by mechanical diggers, that the Environmental Warden could monitor this approach to grave digging, and that Members could inspect the digging process while it was under way.

It was Proposed by Cllr P Jay, seconded by Cllr Carritt

"That, with effect from 1 May 2009, the digging of graves by a mechanical digger be allowed for an experimental period of six months, subject to a protective covering being laid down to ensure that track marks are not left on graves, to the Environmental Warden monitoring the usage of the mechanical digger, and to Members being advised when graves are being dug so that they might inspect the works if they wish."

Cllr Mrs T Redpath advised Council of her continuing opposition to the use of mechanical diggers. She did not believe that to allow the use of such machinery was respectful and advised that she would forbid such machines to travel over graves that she owned.

The Proposal was put to the meeting and was adopted by seven votes to six. A Member called for a Named Vote, the result of which was as follows:

FOR: Cllrs Myatt, Cooper, Stokes, Mrs Richardson, Carritt, Gardiner, P Jay (7)

AGAINST: Cllrs Thomas, Mrs Grant, P Redpath, Mrs T Redpath, Mrs E Jay, Yoxall (6)  
ABSTAINED: Cllrs Glees, Mrs Edwards (2)

**RESOLVED**

That, with effect from 1 May 2009, the digging of graves by a mechanical digger be allowed for an experimental period of twelve months, subject to a protective covering being laid down to ensure that track marks are not left on graves, to the Environmental Warden monitoring the usage of the mechanical digger, and to Members being advised when graves are being dug so that they might inspect the works if they wish.

**WTC/366/08 FUTURE OF POST OFFICE SORTING OFFICE**

The Council was reminded that at the Special Town Meeting held on Monday 6 April 2009 it had been Resolved as follows:

“The Town Meeting expresses its dismay at the loss of the postal sorting office at Brown's Lane Woodstock.

It voices its strong disapproval of the lack of consultation with the Woodstock and surrounding community.

It therefore urges the Town Council to use all means possible to get Royal Mail to urgently review the unfortunate decision taken at the end of March 2009.

The Council is urged to work closely with Wake up to Woodstock and local businesses to publicise the full implications of the decision on the business community of the town.

The Council is asked update the Member of Parliament of this developing situation.

Also to work with neighbouring parishes to resist this proposal which effects the viability of the Woodstock community.

The meeting also requests the Council to distribute as widely as possible the relevant addresses to which letters can be sent.”

Cllr Mrs V Edwards presented copies of a letter to be sent to Adam Crozier, Chief Executive of the Royal Mail, with a copy to be sent to David Cameron MP.

**RESOLVED**

That the letters be sent to Mr Crozier and Mr Cameron MP, with copies being placed on the Council's notice boards and the front page of the Web Site.

**WTC/367/08 LICENSING AND ANTI-SOCIAL BEHAVIOUR**

The Council received and considered a report from Cllr C Carritt

**RESOLVED**

That the report be noted.

**WTC/368/08 WOODSTOCK AT 900**

The Council received and considered a report from the Town Mayor.

**RESOLVED**

That a temporary Committee to be known as the Woodstock@900 Committee be appointed to consider, to make plans for and to arrange how Woodstock shall mark the 900<sup>th</sup> anniversary in 2010 of the establishment of the Royal Park of Woodstock by King Henry I as follows:-

- (a) the Mayor and Councillors Cooper, Glee, Mrs Richardson, and Yoxall shall be members;
- (b) the three Honorary Townsmen, John Banbury, Robert Edwards, Ian Lenagan, shall be co-opted;
- (c) representatives of Blenheim and Wake Up to Woodstock shall be co-opted;
- (d) others may be co-opted as required;
- (e) the Committee shall operate under council Standing Orders and;
- (f) it shall have powers to Recommend to Council such financial arrangements and structures as may seem suitable and as are compatible with the council's own rules and obligations.

**WTC/369/08 APPOINTMENT OF MEMBERS TO ROLES, MEMBERSHIP OF COMMITTEES, ETC, ANNUAL MEETING OF COUNCIL, MAY 2009**

The Council discussed the Mayor's proposals put forward at the last meeting of the Council and considered a report from Cllr Mrs T Redpath and a Proposal from Cllr Mrs A Grant.

**RESOLVED** (by ten votes to one)

That an Environment Working Party be formed to take the place of the Watermeadows Working Group and the Cemeteries (Health and Safety) Working Group.

**WTC/370/08 PLANNING APPLICATION - REF: 09/0414/P/FP - CONSTRUCTION OF 16 AFFORDABLE DWELLINGS WITH ASSOCIATED CAR PARKING, LANDSCAPING AND FORMATION OF VEHICULAR ACCESS (AMENDMENTS TO PLANNING PERMISSION ALREADY APPROVED UNDER 08/1200/P/FP) - LAND AT BANBURY ROAD**

Cllrs Mrs Edwards, Mrs E Jay and P Jay had declared Prejudicial Interests in this application. They left the room and took no part in the discussion or the determination of the application.

A Proposal was made by Cllr Mrs T Redpath, seconded by Cllr Myatt, and adopted by seven votes to five, as set out in the Resolution hereunder. A Member called for a Named Vote, the result of which was as follows:

FOR: Cllrs Glee, Myatt, Thomas, Mrs Grant, P Redpath, Mrs T Redpath, Gardiner (7)  
 AGAINST: Cooper, Yoxall, Mrs Stokes, Mrs Richardson, Carritt (5)  
 ABSTAINED: None (0)

**RESOLVED**

WTC objected to this application – Resolution **WTC/133/07 (19 August 2008)** – when it was originally submitted in 2008 under 08/1200/P/FP. The basis and rationale of the objections remain valid and this is WTC policy. The reasons for objection are now further reinforced because the schemes on the absolute number and percentage of homes being proposed for affordable classification in Woodstock are not following WODC policy and are allowing a state of chaos to ensue.

The minor changes to 08/1200/P/FP proposed 09/0414/P/FP are relatively innocuous but are not the real issue.

Details of the numbers of proposed affordable homes on the two largest sites in Woodstock, Shipton Road (Pye) and the Old Railway Station (Berkeley Homes, Young's Garage) are not finalised and are constantly changing with the respective developers attempting to reduce the District Council's own quota. The applications are deferred/pending.

WTC believes that to continue with any green field exception site development of 16 affordable homes on the Banbury Road whilst there are so many unknowns regarding the affordable housing numbers on other key development sites is dangerous. This will allow other developers to claim that affordable homes targets are less critical because demand has been met on the Banbury Road green field exception site. If we proceed with the Banbury road approval we are concerned that WODC will approve and we will complete these other developments with less affordable homes in both aggregate numbers and percentage terms as a result.

WTC respectfully requests and expects that approval for this site and any change to the existing approval is suspended pending the confirmation of the requisite number of affordable homes becoming available in Woodstock through development of the Shipton Road (Pye) and Old Railway Station (Berkeley Homes, Young's Garage) sites. These are the Town Council's preferred options.

**WTC/371/08 FORMER RAILWAY STATION SITE**

There was nothing further to report on this matter.

**WTC/372/08 EXCLUSION OF THE PUBLIC AND PRESS**

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/373/08 PROPERTY WORKING GROUP**

The Council received and considered the Minutes of the meeting of the Property Working Group held on 5 March 2009. Some of the issues had been considered at the meeting of the Council held on 10 March 2009.

With regard to 2 Market Street it was noted that a site meeting was to be held with the tenant on Friday 24 April.

With reference to 4 Market Street it was reported that the 28 days period allowed for a proposal from the tenant would expire on Thursday 16 April. If there was no response, the Council could not take any further action until the end of the Quarter. In the meantime outstanding debts would be pursued.

An email from Wilsons Commercial was circulated at the meeting regarding the renewal of the lease for 24 Market Place.

**RESOLVED**

- (a) that the attention of the tenants of the Rectory Lane garage be drawn to the condition of the roof and they be advised that the Council will commission a dilapidations survey if we do not hear from them within 14 days;
- (b) that the Council agree a timetable of actions with Henmans, to be invoked in the event of non-compliance by the tenant of 4 Market Place;
- (c) that, with regard to 24 Market Place:
  - (i) the Council accepts that economic matters have changed since the review date;
  - (ii) agrees to defer the rent increase for one year to 3 February 2009, with the increase taking effect from that date.

**WTC/374/08 REPLACEMENT OF RESPONSIBLE FINANCIAL OFFICER**

The Council received and considered a report from the Town Clerk. The Responsible Financial Officer, Mr M Upham, was thanked for everything that he had done for the Council.

## **RESOLVED**

- (a) that the vacancy be re-advertised as set out in the report of the Town Clerk;
- (b) that discussions be undertaken with DCK Beavers as to their availability and terms to assume responsibility for the Council's financial duties once Mr Upham's resignation has taken effect, either in a temporary or permanent capacity, if this is necessary.

### **WTC/375/08 BOWLS AND TENNIS CLUB**

The Council received and considered the report of the Deputed Members appointed to consider the issue of the renewal of the lease for the Bowls and Tennis Club. The Council also received and considered a letter from the Bowls and Tennis Club regarding the painting of parking bay lines in the car park at the club.

**RESOLVED** ((a) to (f) by twelve votes to nil, (g) by nine votes to six)

- (a) that the term of the new lease be the same as the existing, twenty one years, with reviews at seven and fourteen years;
- (b) that the request for the boundary fence to be realigned to run parallel to the rear wall of the kitchen, as indicated on the plan attached to the letter from the Bowls and Tennis Club dated 8 March 2009, be agreed for the period of twenty one years (Approx 15 sq metres in area). This is to be the maximum and only change to the boundary.
- (c) that the provisions regarding repairs and insurance and access shall continue as existing, as requested by the Club, except that the Council shall remind the club that it is responsible for repair and maintenance of the fence between the club premises, car park and the play ground;
- (d) that the Bowls and Tennis Club shall pay for the legal costs associated with the renewal of the lease;
- (e) that in order positively to encourage a Woodstock consideration three out of the four Trustees of the Club should be on the Woodstock electoral roll;
- (f) Discounted subscription of 25% for Woodstock residents, to be operated in conjunction with a peppercorn rent of £1 per annum; and
- (g) A court to be made available for use by Woodstock residents who are not members of the Club, with the court to be maintained by the Club. Local knowledge indicates that this was originally the end court nearest the car park. It was appreciated that administration may be an issue;
- (h) That the request for permission to mark out car parking bays be approved.

### **WTC/376/08 MAYOR'S COMMITTEE**

The Council received and considered the Confidential Minutes of the meeting of the Mayor's Committee held on Tuesday 31 March 2009.

## **RESOLVED**

- (a) that the Town Clerk's average weekly hours be increased from twenty five to thirty on an experimental basis for a period of six months and be reviewed at the Council's regular meeting in October next;
- (b) that the additional cost be met out of reserves, subject to the April and September reviews of income and expenditure against budget.

The Council then went back into Open Session for the consideration of items set out as Minutes WTC?/09 to /09

### **WTC/377/08 REPORT OF THE RESPONSIBLE FINANCIAL OFFICER – APRIL 2009**

The Council received and considered the report of the Responsible Financial Officer. A revised list of payments was circulated at the meeting.

**RESOLVED**

- (a) that the revised list of payments made in the month of March 2009 and amounting to £36,694.77 be received and approved;
- (b) that the Bank Reconciliation Statements for March (2) be received and noted;
- (c) that the Summary and Detailed Income and Expenditure Statements for March 2009 be received and noted;
- (d) that it be noted that the report on Internal Control, including the issue of Title Deeds, will now be submitted to the May meeting.

**WTC/378/08     *EXCLUSION OF THE PUBLIC AND PRESS***

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/379/08     *VAT/PARK STREET ROOF***

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

**RESOLVED**

- (a) that the Council Opt to Tax the Park Street and Market Street properties;
- (b) that VAT implications of expenditure on other commercial properties be carefully assessed before commitment and where appropriate cost spread over future years;
- (c) that no action be taken in respect of the Community Centre at this stage;
- (d) that expenditure on the Park Street roof be delayed until Opting to Tax and VAT registration process has been completed.

The Council then went back into Open Session for the consideration of items set out as Minutes WTC?/09 to /09

**WTC/378/08     *COMMUNICATIONS***

None.

**WTC/379/08     *QUESTIONS***

None.

**WTC/380/08     *SEALING OF DOCUMENTS***

None

**WTC/381/08     *PLANNING APPLICATIONS***

- (a) Ref: 09/0352/P/FP  
Erection of a conservatory and new access  
4 Union Street  
Decision: No comment
- (b) Ref: 09/0353/P/LB  
Alterations to include erection of conservatory and new access  
4 Union Street  
Decision: No comment
- (c) Ref: 09/0363/P/FP

Conversion of garage to living room and erection of single storey rear extension.  
Lynton Fields, Oxford Road  
Decision: No comment

(d) Ref: 09/0386/P/FP  
Erection of first floor side and single storey front and rear extensions  
14 Manor Road  
No comment

(e) Ref: 09/0387/P/LB  
Internal and external alterations to include erection of first floor side and single storey front and rear extensions.  
14 Manor Road  
Decision: No comment

(f) Ref: 09/0403/P/FP  
Removal of porch, garage and conservatory. Erection of single storey front and two storey side and rear extensions to form additional accommodation and Granny annexe.  
31 Shipton Road  
Decision: No comment

**WTC/382/08 ANNUAL TOWN MEETING**

The Council received the Minutes of the Annual Town Meeting held on Tuesday 17 March 2009. Minute WTC/354/08, Proposal re 2 Market Street, of the Extraordinary meeting of Council held on 31 March 2009 (Minute WTC/361/08 refers) was confirmed in this respect.

**WTC/383/08 MAYOR'S COMMITTEE**

The Council received and considered the Open Minutes of the meeting of the Mayor's Committee held on Tuesday 31 March 2009.

**RESOLVED**

That the decision of the Mayor's Committee not to recommend that a regular news item be submitted to the Woodstock and Bladon News be noted and approved.

**WTC/384/08 SAFETY TESTING OF MEMORIALS, HENSINGTON ROAD AND THE LAWN CEMETERIES**

The Council received and considered a report from the Town Clerk.

**RESOLVED**

- (a) that further publicity and investigations be undertaken in an attempt to obtain further information as to ownership of memorials;
- (b) that quotations be obtained for the burying of memorials at the Hensington Road cemetery;
- (c) that the need for a faculty for works at both cemeteries be investigated;
- (d) that all options for dealing with those unsafe memorials which have not been attended to by their owners be investigated and a further report submitted.

**WTC/385/08 TRAFFIC CHAOS ASSOCIATED WITH GAME FAIR, JUNE 2008**

The despatch of a letter from the Mayor to Cllr Barry Norman, Leader of West Oxfordshire District Council, following the receipt of the report from Bournemouth University, was confirmed. No response had been received.

**WTC/386/08**    ***ARMED FORCES DAY, SATURDAY 27 JUNE 2009***

The Town Council received a report about the first ever national Armed Forces Day, the aim of which was to recognise the service given to the country by our Armed Forces and veterans. The Council was advised of other events that were taking place around about this time, such as the Festival for Heroes at Blenheim Palace a week earlier and the D-Day celebrations on 6 June. It was agreed that no further action should be taken.

**RESOLVED**

That the British Legion be advised of the Council's decision and the reasons for it and of the Council's on-going support for the British Legion and its aims.

**WTC/387/08**    ***PREMISES LICENCE APPLICATION FOR ONE DAY EVENT AT BLENHEIM - FESTIVAL FOR HEROES***

The Council received and considered a letter from the District Council's Licensing Officer regarding the above application, together with a notification from Blenheim Palace.

**RESOLVED**

That Cllr A Glee be appointed to represent the Council at the meeting with the Licensing Officer and the applicants on 21 April 2009.

**WTC/388/09**    ***EXTENSION OF TIME***

**RESOLVED**

That the provisions of Standing Order 1(b) be suspended to allow the meeting to continue for a further 15 minutes.

**WTC/389/08**    ***LEISURE AND TOURISM STRATEGY***

The Council received and considered the Minutes of a meeting held on 9 April 2009 between representatives of the Town Council and Blenheim Palace regarding Woodstock@900 and the Town Council's Leisure and Tourism Strategy. The Council also received and considered a report on the outcome of a meeting between the Chairman of the Strategy Committee and Chris Jackson of the District Council's Leisure and Tourism Department regarding the promotion of Woodstock.

**WTC/390/08**    ***REVIEW OF WOODSTOCK – KIDLINGTON BUS SERVICE***

It was reported that a consultation document was to be issued in June and that a report would be submitted to Council at the June meeting.

**RESOLVED**

That the Oxfordshire Rural Community Council be invited to undertake a Transport Needs Survey on this service.

**WTC/391/08**    ***SOUTH EAST RURAL TOWNS PARTNERSHIP WEB SITE***

It was reported that the South East Rural Towns Partnership (SERTP) had launched a new website ([www.setowns.org.uk](http://www.setowns.org.uk)). Each town had a page that could contain information about the town, advertising for events, facilities available in the area, links to the town website, photographs and news.

Woodstock did not have a page on this web site and the Council had been invited to submit information for uploading on to the web site.

**RESOLVED**

That Cllr C Carritt be requested to oversee the formulation of information about Woodstock for submission to this web site.

**WTC/392/08 WALL HANGINGS TRUST**

The Council received and noted the Minutes of the meeting of the Wall Hangings Trust held on Thursday 12 March 2009.

**WTC/393/08 CIVIC ANNOUNCEMENTS**

None.

**WTC/394/08 EXCLUSION OF THE PUBLIC AND PRESS**

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/395/08 PROPERTY MATTERS**

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

**RESOLVED**

- (a) that a valuation be obtained for the possible sale of the Rectory Lane garage;
- (b) that Mr J Smith be instructed to apply for rent in the sum reported at the meeting in respect of 8 Park Street;
- (c) (i) that Henmans be instructed to issue a S25 notice in respect of the expiring lease of 2 Park Street; and  
(ii) that Henmans/Meeson Williams be authorised to propose a rent level in the sum reported at the meeting;
- (d) that the Responsible Financial Officer be authorised to negotiate new terms with the tenant of Office 2 and 4 at the Community Centre to include:
  - (i) completion of a new formal lease of up to seven years;
  - (ii) increase in rent in the sum reported at the meeting through its term;
  - (iii) continuation of a three month termination clause or a waiving of the first rent increase for this year in the event that a new minimum term of 12 months for the lease is agreed.

**WTC/395/08 FINAL SALARY AWARD 2008-9**

The Council received and considered a report of the Responsible Financial Officer on the final settlement of the national pay award for 2008-9.

**RESOLVED**

- (a) that the final salary award for 2008-09 be implemented, as set out in the report of the Responsible Financial Officer;
- (b) that the increases be backdated to 1 April 2008.

The Council then went back into Open Session for the consideration of items set out as Minutes WTC/396/09 to WTC/397/09

**WTC/396/08    *GRAZING CATTLE AT THE WATERMEADOWS***

The Council was advised that the CMfE had arranged for more cattle to graze in the Watermeadows for the 2009 season. It was noted that the owners of the cattle were looking to the Council to arrange the necessary insurance arrangements. It was also reported that that the grill on the River Glyme by the Black Prince PH at the Watermeadows had been removed by the County Council’s Bridges Section as it had become unsafe.

**WTC/397/08    *REQUEST FOR FREE USE OF THE MAYOR’S PARLOUR***

**RESOLVED**

That free use of the Mayor’s Parlour be granted to the local Committee of the Red Cross for centenary celebrations to take place on Saturday 11 July.

The meeting rose at 10.45pm.

Signed ..... Date .....