

**MINUTES OF THE EXTRAORDINARY MEETING OF THE
WOODSTOCK TOWN COUNCIL
HELD AT 7.30 PM ON TUESDAY 22 DECEMBER 2009
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 A Glees	Cllr Mrs A Grant
Cllr G Myatt	Cllr P Redpath
Cllr Mrs P Richardson	Cllr B Yoxall
Cllr E Poskitt	Cllr Mrs E Jay
Cllr Mrs T Redpath.	

ALSO IN ATTENDANCE:

District Cllr Mrs J Dunsmore.

WTC/239/09 APOLOGIES FOR ABSENCE

Apologies for absence were accepted from Cllrs C Carritt, Mrs E Stokes and I Thomas and also County Cllr Hudspeth.

WTC/240/09 DECLARATIONS OF INTEREST

Agenda item 4 (1) Cllr Mrs V Edwards declared a prejudicial interest as she lives opposite.

Agenda item 4 (2) The Mayor and Mrs E Jay declared prejudicial interests as they are the planning applicants.

Agenda item 6 (i) Cllr B Yoxall declared a personal interest as he has previously employed one of the contractors involved in the tendering process.

WTC/241/09 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

None.

WTC/242/09 PLANNING MATTERS - APPLICATIONS

- 1) Ref: 09/1528/P/FP
Erection of detached dwelling and creation of new access.
Garage Court, Harrisons Lane.

Cllr Mrs V Edwards declared a prejudicial interest as she lives opposite.

The Council discussed this application and the objections received from local residents. Cllr B Yoxall proposed that the Town Council object to this proposal on the grounds that it would result in a loss of parking and intrude upon the privacy of neighbouring residents. Cllr J Cooper seconded this proposal. Cllr P Redpath suggested that the proposal be amended to say that it would also severely diminish the townscape and skyline within a conservation area particularly as viewed from the A44 coming south. Cllr B Yoxall accepted this amendment to his proposal.

RESOLVED (Cllr Mrs V Edwards did not vote)

That the Council objects to the proposal on the grounds that it would:

1. result in a loss of parking
2. intrude on the privacy of neighbours
3. severely diminish the townscape and skyline within a conservation area particularly as viewed from the A44 coming south.

District Cllr Mrs J Dunsmore said that this application would be going to committee because of the potential loss of parking

2) Ref: 09/1553/P/FP

Erection of single storey extension and conversion of garage to recreation room. Alterations to existing vehicle access.

The Retreat, Banbury Road

The Mayor and Mrs E Jay declared prejudicial interests as they are the planning applicants. They both left the room whilst the application was discussed.

RESOLVED

That WTC would make no comment.

The Mayor and Cllr Mrs E Jay then returned to the room.

The Mayor asked the Council to agree to bring Agenda Item No. 8 forward as this might be of interest to Mrs J Dunsmore.

RESOLVED

That the Local Transport Plan (Agenda Item 8) be brought forward and considered next.

WTC/243/09 LOCAL TRANSPORT PLAN

The Council received and considered a paper from Cllr B Yoxall about Oxfordshire County Council's (OCC's) Local Transport Plan. This covers the years 2011-2030 and forms part of Oxfordshire's 20 year strategy to deliver the transport services and infrastructure needed to improve the quality of life in the county. Cllr B Yoxall recommended that WTC take part in the consultation process. His paper contained 4 proposals which were discussed at some length and then voted upon as separate items.

(i) Proposal that a 20mph speed limit be introduced on the A44.

RESOLVED (10 voted for, 1 against)

That Oxfordshire County Council (OCC) be asked to introduce a 20mph speed limit on the A44 between Hensington Gate entrance to Blenheim Park and the entrance to the Black Prince car park.

(ii) Proposal for the provision of a mini park and ride facility in the vicinity of the Bladon roundabout on the A44.

RESOLVED (1 vote for, 10 against)

That this proposal be not included in the consultation submission of WTC.

(iii) Proposal that the parking facilities at Hanborough Railway Station be extended.

RESOLVED (5 votes for, 4 against)

That OCC be asked to extend the parking facilities at Hanborough Railway Station.

(iv) Proposal for the provision of bicycle facilities in Woodstock Town centre

RESOLVED (10 votes for)

That OCC be asked to provide bicycle parking facilities in Woodstock Town Centre.

Cllr Mrs E Jay then proposed that

(v) OCC's Freight Quality Partnership's (FQP's) advisory lorry route be introduced onto all satellite navigation software systems, and

(vi) OCC ensure that Warwickshire County Council's FQP advisory lorry route does not send lorries going south onto the A44, but meshes with that of Oxfordshire and Gloucestershire.

Cllr A Glee seconded this proposal and it was

RESOLVED (12 votes for)

That the two proposals about the FQP lorry routes be sent as recommendations to OCC.

Cllr J Cooper proposed that

(vii) OCC introduce a taxi bus to serve Hanborough Railway Station by transporting people to and from neighbouring villages.

This proposal was seconded by Cllr B Yoxall.

RESOLVED (11 votes for, 1 against)

That OCC be asked to introduce a taxi bus to run between Hanborough Railway Station and surrounding villages.

Cllr Mrs V Edwards proposed that

(viii) OCC is asked to review the need for additional bus services between Oxford and Bladon.

This proposal was seconded by Cllr B Yoxall.

RESOLVED (7 votes for, 1 against)

That OCC be asked to review the need for additional bus services between Oxford and Bladon.

Cllr Mrs J Dunsmore then left the meeting.

WTC/244/09 EXCLUSION OF THE PUBLIC AND PRESS

Cllr T Gardiner proposed 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. Cllr J Cooper seconded this proposal.

RESOLVED

That the public be asked temporarily to withdraw from the meeting.

WTC/245/09 CARTER JONAS

Cllr Mrs V Edwards Chairman of the property working group thanked the clerk for her work on various property matters.

i) Park Street Roof Tender

Cllr Mrs V Edwards Chairman of the property working group made an oral report to Council about the Park Street Roof Tender. She said that the three tenders submitted had been opened in the presence of Michael Lunt (Carter Jonas), the Town Clerk and herself. She explained the three items included in each tender and presented the results of the tender analysis. The property working group had hoped that the Council might save some money by doing other jobs whilst the scaffolding was in place for the roof repair but Carter Jonas explained that different access equipment would be required and therefore there was no benefit. Carter Jonas recommended that the roof work be undertaken now by a specialist roofing company and that all work below gutter level be left until they have undertaken a detailed survey of the properties. Cllr T Gardiner asked that Carter Jonas be asked to supply the reasoning behind their recommendation. Cllr Mrs V Edwards recommended that the Council award the contract

to a slate roof specialist company. Cllr B Yoxall voiced strong reservations about the proposal to de-link the exterior decorating/masonry repairs from the roof work. The Mayor asked the Clerk if she concurred with the opinion of Cllr Mrs V Edwards and she confirmed that she did. Cllr Mrs V Edwards proposed that the tender be accepted from the company that the panel had recommended. Cllr A Glees seconded this proposal.

RESOLVED (12 votes for, Cllr B Yoxall abstained)

- (i) That a named tender recommended by the panel be accepted for the work on the Park Street Roof.
- (ii) That the cost approved by the Council is for all work on the roof including repairs and decoration of items from the gutter upwards, such as windows, plus the Carter Jonas fee.

ii) Contract

The Chairman of the Property Working Group said that although she and the Clerk were working closely with Carter Jonas and Henmans to finalise this contract it was proving to be a lengthy process. The situation re the property leases and deeds was discussed. The Clerk was asked to produce a fully documented background brief about the current legal service before the next annual meeting identifying required improvements. Cllr Richardson asked the Mayor to have an informal discussion with one of the partners who was familiar with the work of the Council and he agreed to do this.

WTC/246/09 COMMUNITY CENTRE – TRANSFER OF LEASES

The Clerk gave an oral update on the current position. A tenant has given the Council notice on their lease. Another tenant has asked for Council agreement that she take over this lease in addition to her existing lease. This would be instead of her leasing an alternative office in the building. She has been negotiating with the Councils solicitors about this other office but nothing had been finalised. The value of the lease of the soon to be vacated office and the required period of notice were discussed. The Clerk proposed that the arrangement sought by the existing tenant be approved by Council. This proposal was seconded by Cllr Mrs V Edwards.

RESOLVED

- (i) That agreement is given for the existing tenant to take over the lease of the departing tenant.
- (ii) That the departing tenant is asked to adhere to the terms of the lease and that the Clerk be given the authority to negotiate this matter as required.

WTC/247/09 STAFFING

The Council received and considered a paper by the Clerk about the finance assistant.

RESOLVED

That a finance assistant be recruited as proposed by the Town Clerk.

That Mr M Upham be appointed for three months whilst a suitable replacement is sought, identified, appointed and trained in the councils systems.

Cllr T Gardiner thanked Mr Upham for his assistance and agreed to help the Clerk recruit a new finance assistant.

The meeting rose at 9pm.

Signed Date