

**MINUTES OF THE EXTRAORDINARY MEETING OF THE  
WOODSTOCK TOWN COUNCIL  
HELD AT 7.30 PM ON TUESDAY 27 APRIL 2010  
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 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:**

District Cllr Mrs J Dunsmore.

**WTC/349/09 APOLOGIES FOR ABSENCE**

Cllrs C Carritt, A Glee, E Poskitt and Cllr Mrs E Jay and County Cllr I Hudspeth

**WTC/350/09 DECLARATIONS OF INTEREST**

Cllr J Cooper declared a Personal Interest in Agenda Item 5: Planning as he is the Chairman of the Woodstock Youth Club. He also declared a Personal Interest in Agenda Item 9: Woodstock Market Town Partnership as he is the reviewing member of the ORCC board for this matter.

**WTC/351/09 FINANCIAL MATTERS:**

(1) Reconciliation, Review of Items of Expenditure 2009/10 Budget and consideration for carry forward items 2010/11.

An explanation from the financial assistant about the reconciliation presented at the meeting on 13 April 2010 was received and considered by the Council. It was confirmed that the reserves referred to in the budget pack at that meeting had been the historical position. It was confirmed that the reserves will be in the region of £110-£120k subject to TC decisions about some outstanding invoices. Therefore this reflects the numbers presented at the Annual Town Meeting. These figures exclude any proceeds in respect of the Rectory Lane Garage. The Budget Review document that will be produced soon will provide a much clearer picture of the outlook for 2010/11 and beyond. It will take into account the original budget for 2010/11, any proposed expenditure from 2009/10 that is to be incorporated into the ear-marked reserves and any new information available to the Council regarding any new potential income or expenditure items. Discussion followed during which some members of the Environment Working Group expressed concerns that some important work which they had postponed due to staff workload, such as encroachment, might subsequently be cut from the budget. The Mayor explained that unauthorised expenditure in 2010/11 would require council approval as part of the budget review process.

Cllr T Gardiner proposed that the Council authorise the establishment of the following reserves to carry forward potential expenditure as listed in the report dated 6<sup>th</sup> April 2010 (and presented at the meeting of 13 April) and on the basis that, for other than the Park Street Roof expenditure, the remaining property-related capital expenditure items can only be committed by way of a further resolution of the Council and with the benefit of consideration to their impact within a Budget Review 2010/11 document.

- Park Street Roof increased to £60,908
- Other 2009/10 Budgeted expenditure £33,114

The Mayor seconded this proposal.

**RESOLVED** (8 votes for and 1 against)

That the Council authorise the establishment of the following reserves to carry forward potential expenditure as listed in the report dated 6<sup>th</sup> April 2010 and on the basis that, for other than the Park

Street Roof expenditure, the remaining property-related capital expenditure items can only be committed by way of a further resolution of the Council and with the benefit of consideration to their impact within a Budget Review 2010/11 document: Park Street Roof increased to £60,908 and other 2009/10 Budgeted expenditure of £33,114.

(II) Henmans Invoices

The Clerk circulated a schedule and breakdown of the invoices that were outstanding. The Mayor reminded the Council that he had met with Mr Shallard of Henmans to discuss fees amongst other matters. The Mayor proposed that the outstanding Henmans invoices be approved for payment. This motion was seconded by Cllr Mrs V Edwards.

**RESOLVED**

That the outstanding Henmans invoices will be paid.

Cllr Mrs V Edwards noted that she would like the solicitors to work on a fixed fees basis and that a tender exercise would confirm that the Council is getting the best value for money. The Mayor reminded the Council that at the May meeting WTC is invited to appoint its solicitors.

**WTC/352/09** ***FORMER RAILWAY STATION SITE***

WTC recently wrote to Berkeley Homes expressing disappointment at their perceived reluctance to consult with WTC. A response to this letter was received on 21<sup>st</sup> April in which Berkeley Homes has offered to attend a meeting with WTC and eventually to exhibit their plans more widely to the Woodstock community. Discussion followed during which it was decided that WTC's planning consultant be invited to attend a separate meeting with WTC beforehand. The Mayor proposed that:

- (i) WTC reply to Berkeley Homes accepting their offer to meet, and
- (ii) he convene an extraordinary council meeting to which WTC's planning consultant shall be invited in order to consider how to handle the meeting with Berkeley Homes.

This proposal was seconded by Cllr Mrs T Redpath.

**RESOLVED**

That TC will accept Berkeley Homes offer to meet and will also have an extraordinary meeting with its planning consultant in attendance in order that the forthcoming meeting at Berkeley Homes can be discussed.

**WTC/353/09** ***PLANNING MATTERS - APPLICATION***

Ref: 10/0445/P/FP

Removal of existing youth club and erection of new replacement building with associated works at Woodstock Youth Club, Recreation Road, Woodstock.

Cllr J Cooper declared a Personal Interest in this application as Chairman of the Youth Club. He said that it is the ambition of the Youth Club to replace the 50 year old building and replace it with a new one on the same site. The Mayor reported that following Councils authorisation for him to discuss possible collaborations he had met with the Youth Club and concluded that the collaborative approach will not work. He regrets this but there appears to be no desire to go down this route and therefore these discussions are complete at present. He added that if the Youth Club should wish to resume talks about this matter at a future date he would be happy to do so. There was some discussion about the proposed height of the roof. The Mayor proposed that WTC support the planning application submitted by the Youth Club and the Deputy Mayor seconded this motion.

**RESOLVED**

That WTC support the planning application submitted by the Youth Club

**WTC/354/09**    **LEGAL MATTERS**

(i)    Legal Services

WTC's interactions with Henmans were discussed earlier in the meeting. Therefore this item was deferred until information becomes available about Henmans fixed fees.

(ii)    Insurance

A paper from the Clerk was received and considered which detailed the Council's existing insurance cover for legal fees, the exclusions and the options for additional cover with the current insurance provider. Cllr Mrs V Edwards proposed that the Mayor's Committee investigate this matter further. Cllr I Thomas seconded this proposal.

**RESOLVED**

That the Mayor's Committee investigates this matter further.

**WTC/355/09**    **ENVIRONMENT UPDATE**

(i)    Residents' Gates Accessing Town Council Property

To receive and consider a paper by Cllr Mrs T Redpath about access rights to WTC land. The National Association of Local Councils (NALC) has produced a Legal Topic Note about this matter. This is relevant to the WTC land at the New Road Play Area and the Water Meadows. Cllr Mrs T Redpath considered that this was not really a problem as long as residents are aware that they have no legal right to access this land. Cllr P Redpath suggested that at the Water Meadows there could also be health and safety issues arising from this. As the residents of houses change over time it was considered timely that a reminder is sent about this matter. The Mayor proposed that the Clerk send a letter to those residents who have gates that open on to the New Road Play Area or the Water Meadows reminding them that they have no legal right to access this land and drawing their attention to the substance of the NALC guidance. This motion was seconded by Cllr Mrs A Grant.

**RESOLVED** (10 votes for, 2 against)

That the Clerk will send letters to residents who have gates that open on to the New Road Play Area or the Water Meadows reminding them that they have no legal right to access this land and drawing their attention to the substance of the NALC guidance.

(ii)    BTCV Offer to Continue Work at the Water Meadows with the Youth Offending Service 2010/11

The Council received an oral report from Cllr P Redpath who reminded WTC of the good work that had already been undertaken through this collaboration, thereby saving WTC money. He proposed that the Council support and note the work that BTCV and the Youth Offending Service are planning to undertake at the Water Meadows during May 2010.

**RESOLVED**

That the Council supported and noted the activities that are planned for the Water Meadows during May 2010.

**WTC/356/09**    **LEISURE AND TOURISM STRATEGY**

Cllr B Yoxall reminded the Council of a meeting that he had attended on 5<sup>th</sup> May 2009 with Blenheim Estates and the Stagecoach Bus Company at which several matters had been identified for further action. A follow-up meeting was held on 30<sup>th</sup> March 2010. Cllr B Yoxall informed WTC that significant progress had been made. An educational evening for bus drivers has been arranged to take place on 12<sup>th</sup> May at the Marlborough Arms, Woodstock. Cllr B Yoxall proposed that:

- (i)    He be authorised to attend on behalf of WTC, and
- (ii)    He be granted a budget of up to £50 (cash) from the Mayor's Civic Allowance for use at this meeting ó he will provide a receipt for any expenditure incurred.

Cllr G Myatt seconded this proposal.

**RESOLVED**

That Cllr B Yoxall is authorised to attend the meeting at the Woodstock Arms, that a £50 cash budget be allocated towards this event from the Mayor's Civic Allowance and that a receipt will be provided for any expenditure incurred.

**WTC/357/09 WOODSTOCK MARKET TOWN PARTNERSHIP – REQUEST FOR FUNDING**

The Mayor proposed that this item be deferred until Cllr C Carritt is available to present it. Cllr B Yoxall seconded this proposal. Cllrs P and Mrs T Redpath reported that the Oxfordshire Rural Community Council's web site indicated that the Market Towns grant funding for Oxfordshire was all allocated.

**RESOLVED**

That this item be deferred until Cllr C Carritt is available to present it.

**WTC/358/09 LOCAL TRANSPORT PLAN – OUTCOME OF THE CONSULTATION**

Cllr B Yoxall presented an oral update about the outcome of the consultation. He reported that the only item related to Woodstock was item 4 that relates to the rail network. He noted that WTC had influenced this policy and that a further consultation is due shortly. Cllr B Yoxall proposed that WTC note this information. This motion was seconded by Cllr Mrs P Richardson.

**RESOLVED**

That it was noted that WTC had influenced one policy and that a further consultation is due shortly.

**WTC/359/09 CIVIC ANNOUNCEMENTS**

**(i) Official opening of the Woodstock@900 Celebrations.**

The Mayor reminded Cllrs that the Woodstock@900 celebrations will officially be opened by His Grace the Duke of Marlborough at 6pm on Saturday 1<sup>st</sup> May 2010. He asked that Cllrs try to attend the opening ceremony if they are able to do so.

**(ii) Visit by the Mayor of Illinois**

The Mayor reminded Cllrs that the Mayor of Woodstock, Illinois and a small party will be visiting Woodstock and coming to meet the Council on Tuesday 25<sup>th</sup> May. The Mayor outlined the proposed programme for the day. The Mayor has asked the Clerk to book a table for lunch at The Feathers. The Mayor will pay for the lunches of the American guests; the WTC Cllrs will pay for themselves. Cllr Mrs V Edwards agreed to try and negotiate a special rate with The Feathers.

**(iii) Civic Budget - Donations & Grants**

The Mayor proposed that this item be brought forward to the next meeting for discussion by all Cllrs.

**RESOLVED**

That this item (iii) be brought forward to the next meeting for discussion by all Cllrs

**WTC/360/09 RECLAIM- IT**

The Mayor proposed that this item be deferred until Cllr C Carritt is available to present it. Cllr B Yoxall seconded this proposal.

**RESOLVED**

That this item be deferred until Cllr C Carritt is available to present it.

**WTC/361/09 WINTER WEATHER**

The Council received an oral report from Cllr B Yoxall about the meeting on 15<sup>th</sup> April. Seventeen residents attended this meeting and all supported the proposal for a Winter Safety Project, as do OCC and WODC. Cllr B Yoxall said that the Council should consider a budget allocation for winter weather

and said that he would prepare some proposals for Council consideration. Cllr B Yoxall proposed that WTC note the progress on this matter. Cllr Mrs V Edwards seconded this motion.

**RESOLVED**

That WTC note the progress on this matter. Cllr Mrs V Edwards seconded this motion.

***WTC/362/09 COUNCIL AGENDAS AND PAPERS***

On 9<sup>th</sup> February WTC resolved that electronic mail should be used to circulate all Town Council Agendas and Papers but that hard copies would also be made available to Cllrs. Some Cllrs have experienced problems with this system and suggested that the Council revert back to its former distribution methods. The Mayor agreed that it had worked less well than expected for a variety of reasons but that these have now been resolved and so it should improve for the remainder of the six month trial. It was discussed whether the old system could be resumed with immediate effect. The Mayor ruled that under the Standing Orders it could not be rescinded at the present meeting.

The meeting rose at 9pm.

Signed í í í í í í í í í í í í í í .. Date í í í í í í í í í í í í í í