

**MINUTES OF THE MEETING OF THE
WOODSTOCK TOWN COUNCIL
HELD AT 7.30 PM ON TUESDAY 13 MARCH 2012
IN THE MAYOR'S PARLOUR, WOODSTOCK TOWN HALL**

PRESENT:

Cllr Mrs J Dunsmore (Mayor)	Cllr B Yoxall (Deputy Mayor)
Cllr J Cooper	Cllr Mrs A Grant
Cllr Mrs E Stokes	Cllr Mrs L Glees
Cllr P Jay	Cllr C Carritt
Cllr Mrs P Richardson	Cllr P Redpath
Cllr Mrs T Redpath	Cllr T Gardiner
Cllr E Poskitt	

ALSO IN ATTENDANCE:

Twenty one members of the public and County and District Cllr I Hudspeth attended the meeting.

WTC/307/11 APOLOGIES FOR ABSENCE

None.

WTC/308/11 DECLARATIONS OF INTEREST

The Mayor declared a personal interest in Agenda Item 4 Public Participation as she is involved with Cottsway Housing. The Mayor declared a prejudicial interest in Agenda Item 7 Planning Matters (i) a) Ref: 12/0341/P/FP 18-20 Market Street as the entrance runs past her house. Cllr J Cooper declared a personal interest in Agenda Item 9(c) Project Management of the New Playground Provision as he is a District Councillor at WODC. The Deputy Mayor declared a personal interest in Agenda Item 14 as his wife was injured on ice in Market Square on Christmas Eve 2009. Cllr Mrs T Redpath declared a personal interest in Agenda Item 18 Property Update 24 Market Place, as she knew the former tenant. Cllr P Redpath declared a personal interest in Agenda Item 18 Property Update 24 Market Place, as he knew the former tenant. The Mayor declared a personal interest in Agenda Item 18 Property Update as one of the tenants in the Community Centre is a personal friend.

WTC/309/11 TO APPROVE THE MINUTES OF:

The minutes of the meeting of the Town Council held on Tuesday 14th February 2012 were approved and signed as a correct record subject to the following amendments:

WTC/293/11, Meetings of Committees and Working Groups (iv) Legacy Fund (f) Contribution to Youth Club Building Fund. The spelling of the last word was amended to 'discrete' and the words 'with wider community benefit' were added to the end of this sentence.

WTC/295/11. The motion from the Deputy Mayor was moved to become the first paragraph of this minute and the reference to 'the following four part motion' was amended to read 'five'. Cllr Mrs T Redpath's motion was amended so that all references to a specific company were amended to read 'a named contractor'.

The minutes of the meeting of the Town Council held on Tuesday 28th February 2012 were approved and signed as a correct record subject to the following amendments:

WTC/300/11, Report from District Councillor J Cooper. At the bottom of page 175 'WIDC' was amended to read 'WODC'.

WTC/303/11, Update on the OWL Extension. All references to a company were amended to read 'a named contractor'. The references to a 'right of way' were amended to read 'right of access'. The last but one sentence at the top of page 178 was amended as follows: the words 'be developed' were replaced by the words 'that

trees will be planted' The words 'who are supportive of the project' were also added to the end of this sentence.

The following words were added to the end of the first resolution on page 179 'so that further dialogue with residents can be achieved. The following words were added to the end of the second resolution on page 179 'as well as OCC'.

WTC/310/11 PUBLIC PARTICIPATION

The Mayor noted that it was usual practice at WTC meetings to limit public participation to three people but that she would permit four representations on this occasion.

Jo Elliot updated the council about the latest situation at the Oxfordshire Museum. She said that structural changes within OCC had resulted in staff changes and some redundancies. Work has been done to develop processes and procedures to try and standardise services across Oxfordshire and to market these. Volunteers will now be needed to help run the museum from 1st April 2012. She has been developing a volunteer project and has met with prospective volunteers. She wanted to raise awareness about the need for volunteers to help in the following three areas:

- (i) Education work with schools (formal) and families (informal)
- (ii) Galleries, reception and front of house
- (iii) The cafe.

She said that this will be a continuous need and thanked WTC for including information about this on its web site. The Mayor thanked Ms Elliot for addressing the council, wished the Museum well and noted that WTC has committed to fund four sessions by the 'Green Gym' to help undertake maintenance in the museums garden.

The following three residents then addressed WTC about their concerns relating to the proposed extension to the OWL reserve: Russell Gunthardt, Glenn Fleetwood and Nick Harris.

Mr Gunthardt said that residents felt misinformed and that their feelings had not been taken into account. He said that he had contacted OCC and WODC and been told that there was no public right of way or requirement under s106 to maintain this area. He asked that the asbestos be dealt with, that WTC cancel the Green Gym session scheduled for work on the OWL reserve and that a formal consultation be undertaken with residents.

Mr Fleetwood said that he still had unanswered questions about the flyer and wanted to know more about any agreement between OCC and WTC, the proposed footpath and how boundaries would be secured. He noted that no plans had yet been displayed. He is worried that dog walkers will not clear up their mess and that opening up the footpath could lead to a crime wave in the area, noting that one shed has already been broken into. He said the drive by the houses is used as a short cut to the Marlborough School. He considered that WTC should be working on behalf of residents and that this is a white elephant that could drain TC resources and upset residents. He asked that a public meeting be held to discuss this matter after the forthcoming election.

Mr Harris said that he objected to the proposals and said that residents in Banbury Road had already had to accept the development of the Hensington Barns on the opposite side of the road (the Mayor declared a personal interest in Cottsway Housing). Mr Harris now feared loss of privacy because anyone walking along the embankment would in effect be at 'roof height' and therefore able to see into gardens and windows. He was not sure that appropriate screening could be achieved. He noted concerns about the impact upon sloe worms, bats, wood pigeons and deers. He suggested that the rubbish be cleared up as it was only in a few areas, that the asbestos be removed and then the area left as it is. If this scheme has to go ahead he asked for

reassurance about wildlife, noise, fires, dog fouling, security and privacy concerns. He considered the proposals to be well intended but unnecessary.

The Mayor thanked residents for addressing WTC. The Mayor asked that the Council agree to take Agenda Item 9, s106, b) OWL Extension (i)' Update on matters relating to the OWL extension' as the next business. Cllrs agreed to this request.

WTC/311/11 S106 MATTERS

(b) OWL Extension

Cllr Mrs T Redpath explained that the council has never claimed that there is a public right of way along the proposed OWL extension. However there is a Public Access as required on the planning approval. The deed for 2001 refers to the 1999 deed and says that a public foot path is required the length of Verenia Court. In theory a cycle path could also be introduced. Cllr Mrs T Redpath said that there was no need for a hardened path and that it was better to decide the design of the path with residents. If there is no path running along the top of the embankment this area could be planted and much of the path installed further down the bank on the Marlborough School side. She considered that there had been some misinterpretation. Cllr Mrs T Redpath said that the long term agreement between OCC and WTC was incorrect and that this was considered to be a good site for wildlife with public access. Cllr T Redpath said that Cllrs had raised funds from s106 and a grant application to pay for a good fence, planting and a footpath and that this would not be paid for from residents or Town Council funds. Cllr Mrs T Redpath considered this to be a wonderful project that WTC was trying to achieve in the best of faith.

Cllr Mrs L Glees said that this is an interesting project and therefore wondered if WTC could extend the timetable for consultation as the Town Council elections were due in six weeks.

Cllr P Jay said that he lived in the Banbury Road and was a long term supporter of the extension to the OWL reserve. He said that there were important and serious attractions to make this open to the public with access from both ends. However it was evident that trust had broken down between residents and WTC and therefore although it may be that there will be good answers in due course residents needed to be satisfied of this. He therefore suggested that WTC pause, verify the facts in dispute in an objective, definitive way e.g. by the Clerk and Deputy Mayor, to establish the facts one way or the other. He therefore considered it right to suspend actions, establish the facts and then after the election appoint a new team with residents to take this forward and bring a proposal to the council later in the year.

Cllr C Carritt suggested that getting the money first would be the getting the cart before the horse and the project needed to be developed first as trust had broken down. He proposed that in the light of recent statements and representations from residents adjoining the proposed OWL nature reserve extension and other relevant circumstances, Council:-

- (i) acknowledges that mistakes have been made and that a root and branch review of the project is called for;
- (ii) recognises that the imminent elections to Woodstock Town Council mean that it would be inappropriate to proceed with any further work on the project, apart from acknowledging communications from residents, until after 3rd May;
- (iii) prefers that the matter be brought to the new Council at an early date for their consideration with a view to forming a new committee to include at least a third of its members from amongst the adjoining residents - for and against;
- (iv) recommends that the new Council adopt a full consultation process designed to rebuild the trust of the local community;
- (v) completes the purchase of the land in the long term interest of its protection before seeking grant aid or contract services for the project;

- (vi) that immediate action is taken with professional advice in respect of clearance of asbestos.

Cllr P Jay seconded this motion.

Cllr Mrs T Redpath reminded Cllrs that she already had a proposal on the table that had been brought forward from the last meeting. Further discussion followed.

Cllr P Redpath said he objected to the idea of establishing another committee and said that a lot of people would like this project to go ahead. He said that the intention of the recent meeting had been to start the process and that whenever possible he had been consulting with people. He asked people to recognise that WTC is dealing with a public amenity that already exists and has done so for many years. He said that funds would allow the public to walk through the area. He said that some people embrace the ideas whilst others don't and therefore there was no need to wait until after the election to take this forward and that if WTC would be best placed to work with residents if they owned it.

Cllr T Gardiner said that he was concerned from a security point of view. He said that he would be disappointed if it was delayed as the team had worked very hard however there was a case for deferring it slightly and to amend Cllr C Carritt's motion.

Cllr P Jay suggested that Cllr Mrs T Redpath's motion should be taken in the confidential session and that therefore WTC should move forward to Cllr C Carritt's motion. The Mayor said that whatever was agreed tonight there would be a requirement for an inspection of the asbestos which appeared to have been deposited on the site. The asbestos would need looking at as quickly as possible and that WTC could consider parts 1, 3 and 4 of Cllr Mrs T Redpath's motion and then takes part 2 in the confidential session later on the agenda.

The Deputy Mayor said that there was a feeling that the consultation is being too selective and that a more comprehensive consultation was needed before WTC goes forward. Cllr Mrs T Redpath said that there had been no formal consultation to date and that the aim of the recent meeting was to set up a forum for consultation and to try to persuade residents to come forward to draw up a plan. The Mayor noted that there were some people in favour of the proposed extension.

Cllr T Gardiner said that that consultation and dialogue was required with residents, and that various points needed to be considered to legitimise the claim that there is an obligation to provide public access to the OWL extension. He said that he liked Cllr Carritt's motion but queried who should do it. Cllr P Jay suggested that it be done by a new team after the election.

Cllr J Cooper said that people had been talked at and not listened to and that people should have been engaged before it had got this far.

Cllr Mrs P Richardson remembered the good will of the developer at the time and the idea of having a lovely project with public access. She said that the County Ecologist (Craig Blackwell) came and that everyone had firmly decided upon access at the side of the flats and that there should be steps that were to be kept clear. She said that little bits had been added to this original concept by both sides. She asked residents to consider the idea as the money was there to do something fine. Cllr Mrs P Richardson noted that the other end is already a nature reserve and therefore suggested that residents support what WTC is trying to do. She suggested that nothing should be rushed through but that WTC should not turn away the potential funding.

Cllr C Carritt said that he has always supported the project in principle and also supported Cllr Mrs T Redpath's motion in principle. Nevertheless he considered that consultation had failed in this case and that in six weeks or less the current council

would cease to exist and new committees and working groups would need to be set up. He could therefore no longer support Cllr Mrs T Redpath's motion and felt that WTC needed to pause and reflect before going ahead and rebuild trust.

Parts 1, 3 and 4 of Cllr Mrs T Redpath's motion were then put. A Cllr asked for a named vote.

- (i) That the Council's intent is that the security of the adjoining residents is paramount to the project to extend the OWL reserve.

For: Cllrs J Dunsmore, E Poskitt, T Gardiner, Mrs A Grant, Mrs T Redpath, P Redpath and Mrs P Richardson (7)

Against: None

Abstentions: Cllrs Mrs L Glees, C Carritt, Mrs E Stokes, B Yoxall and P Jay (5)

RESOLVED

That the Council's intent is that the security of the adjoining residents is paramount to the project to extend the OWL reserve.
and for the environment working group

- (iii) to proceed with their consultation with affected residents to determine the areas of vulnerability and to discuss a route for the path with a named contractor mitigates the overlooking of residents.

For: Cllrs J Dunsmore, T Gardiner, Mrs A Grant, Mrs T Redpath, P Redpath and Mrs P Richardson (6)

Against: Cllrs C Carritt, P Jay and J Cooper (3)

Abstentions: Cllrs Mrs L Glees, C Carritt, Mrs E Stokes, B Yoxall and E Poskitt (4)

RESOLVED

That the environment working group will proceed with their consultation with affected residents to determine the areas of vulnerability and to discuss a route for the path with a named contractor mitigates the overlooking of residents.

- (iv) to produce a plan to the satisfaction of the adjoining properties and proceed with the delivery of the OWL extension including screening within a budget determined by the monies granted by S106 payments and grant funding if successful.

For: Cllrs J Dunsmore, T Gardiner, Mrs A Grant, Mrs T Redpath, P Redpath and Mrs P Richardson (6)

Against: Cllrs C Carritt, P Jay and J Cooper (3)

Abstentions: Cllrs Mrs L Glees, C Carritt, Mrs E Stokes, B Yoxall and E Poskitt (4)

RESOLVED

That the environment working group will produce a plan to the satisfaction of the adjoining properties and proceed with the delivery of the OWL extension including screening within a budget determined by the monies granted by S106 payments and grant funding if successful.

Cllr C Carritt's motion was then considered and discussion followed. The Mayor said that she did not see why a council should be neutered before it comes to the end of its working life. Cllr T Gardiner asked whether Cllr Carritt would accept an amendment to part 1 of his motion to enable Cllr Mrs T Redpath's motion to be executed. Cllr C Carritt rejected this amendment. The motion was then put. A Member called for a named vote.

- (i) That WTC acknowledges that mistakes have been made and that a root and branch review of the project is called for;

For: Cllrs E Poskitt, P Jay, J Cooper, Mrs L Glee, C Carritt, Mrs E Stokes and B Yoxall (7)

Against: Cllrs P Redpath, Mrs T Redpath and T Gardiner (3)

Abstentions: Cllrs Mrs A Grant, Mrs P Richardson and Mrs J Dunsmore (3).

RESOLVED

That WTC acknowledges that mistakes have been made and that a root and branch review of the project is called for;

- (ii) That WTC recognises that the imminent elections to Woodstock Town Council mean that it would be inappropriate to proceed with any further work on the project, apart from acknowledging communications from residents, until after 3rd May;

For: Cllrs E Poskitt, P Jay, J Cooper, Mrs L Glee, C Carritt, Mrs E Stokes and B Yoxall (7)

Against: Cllrs P Redpath, Mrs T Redpath, T Gardiner, Mrs A Grant, Mrs P Richardson and Mrs J Dunsmore (6).

RESOLVED

That WTC recognises that the imminent elections to Woodstock Town Council mean that it would be inappropriate to proceed with any further work on the project, apart from acknowledging communications from residents, until after 3rd May;

The Mayor asked for an amendment to part three of the motion to remove the words 'prefers that' and Cllr C Carritt agreed to this amendment. Cllr Mrs T Redpath asked for an amendment to delete the word 'adjoining' and replace with 'local'. Cllr C Carritt did not accept this amendment but agreed to change the word to 'affected' so that this part of the motion now read:

- (iii) That WTC brings the matter to the new Council at an early date for their consideration with a view to forming a new committee to include at least a third of its members from amongst the affected residents - for and against;

For: Cllrs E Poskitt, P Jay, J Cooper, Mrs L Glee, C Carritt, Mrs E Stokes, T Gardiner, Mrs P Richardson and Mrs J Dunsmore and B Yoxall (10)

Against: None.

Abstentions: Cllrs P Redpath, Mrs T Redpath, Mrs A Grant, (3).

RESOLVED

That WTC brings the matter to the new Council at an early date for their consideration with a view to forming a new committee to include at least a third of its members from amongst the affected residents - for and against;

Cllr T Gardiner considered that part four of Cllr C Carritt's motion was not needed and replicated part of the motion already put by Cllr Mrs T Redpath. Cllr C Carritt suggested that WTC write to the awards body and tell them that the council is still interested but had decided to put the project on hold until it had consulted with residents and that WTC would have to go back to contractors for further quotations. Cllr Mrs T Redpath said that if WTC was awarded a grant from 'Awards for All' it would last for one year. Cllr P Jay suggested deleting the words 'before seeking grant aid or contract services for the project' and Cllr C Carritt accepted this amendment so this part of the motion now read

- (iv) That WTC recommends that the new Council adopt a full consultation process designed to rebuild the trust of the local community;

For: Cllrs E Poskitt, P Jay, J Cooper, Mrs L Glees, C Carritt, Mrs E Stokes and B Yoxall (7)

Against: Cllrs P Redpath and Mrs T Redpath (2)

Abstentions: T Gardiner, Mrs A Grant, Mrs P Richardson and Mrs J Dunsmore (4).

RESOLVED

That WTC recommends that the new Council adopt a full consultation process designed to rebuild the trust of the local community;

The Mayor noted that the new council does not have to take notice of this and therefore felt she could not vote and take responsibility for what the new council might decide, not because she doesn't believe in full consultation or trust for the local community which she does.

- (v) That WTC completes the transfer of the land in the long term interest of its protection;

RESOLVED (Unanimous)

That WTC completes the purchase of the land in the long term interest of its protection;

- (vi) That immediate action is taken with professional advice in respect of clearance of asbestos.

RESOLVED (Unanimous)

That immediate action is taken with professional advice in respect of clearance of asbestos.

The Mayor thanked residents for attending the meeting and for putting forward their views, it is excellent that residents use the public participation agenda item. She said that she would be limiting Cllrs to one speech only per item for the remainder of the meeting.

WTC/312/11 *REPORTS FROM DISTRICT AND COUNTY COUNCILLORS*

(i) Report from County and District Cllr I Hudspeth

Cllrs received and noted a report from County and District Cllr I Hudspeth that had been previously circulated. Cllr I Hudspeth said that the LDF postponement was due to changes relating to Carterton. The town wants a strategic site but is not sure where it wants it. The MoD have offered 700-800 homes and therefore Carterton is currently deciding if this could become the strategic site but a decision is not expected until June or July this year. Cllr I Hudspeth confirmed that there was no large scale development proposed for Woodstock or Bladon.

(ii) Report from District Cllr J Cooper

District Cllr J Cooper provided an update about the affordable housing issue relating to the future sale of these properties. He reported that WODC had removed the restrictive conditions and so these properties could eventually be sold on the open market.

WTC/313/11 *COMMUNICATIONS*

The Mayor reported that it was with great sadness that she had accepted the resignation of Cllr Mrs E Jay. She considered this a great loss to the council as Cllr Mrs E Jay had helped with traffic congestion and the OWL reserve. She sent her the best wishes of the Council. The Mayor announced that Cllr T Gardiner had become a grandfather that day to a baby boy called William. The Mayor congratulated Cllr Gardiner and asked him to send congratulations to the happy parents. The Mayor reminded Cllrs that the Annual Town Meeting would take place at the Woodstock CE Primary School at 7.30pm on 27th March 2012. The Mayor informed Cllrs that on 21st April she would be assisted by Cllr Mrs A Grant and hold a coffee morning to raise funds for her charities. She said that raffle prizes or help on the day would be much appreciated. She noted that Nick Mason will be parking the fire engine on the town square to support WTC and also so that he can tell residents what the Woodstock Fire crew will be doing that they will no longer be attending fires.

WTC/314/11 *PLANNING MATTERS*

(i) Planning Applications

a) Ref: 12/0341/P/FP

Creation of new vehicle access and gateway in existing boundary wall.
18-20 Market Place, Woodstock

The Mayor declared a prejudicial interest as the entrance runs past her house and left the room whilst this planning application was discussed.

Cllr T Gardiner proposed that WTC make no comment about this planning application and Cllr Mrs A Grant seconded this motion.

RESOLVED (7 votes for, all other Cllrs abstained)

That WTC makes no comment about this planning application.

The Mayor then rejoined the meeting.

b) Ref: 12/0364/P/RFP

Removal of conservatory and erection of single and two storey rear extension. External alterations to include new timber and aluminium cladding.

52 Brook Hill, Woodstock.

RESOLVED

That WTC wishes to make no comment about this planning application.

- c) Ref: 12/0179/P/FP
Erection of two storey rear extension and front porch.
20 Banbury Road, Woodstock

RESOLVED

That WTC wishes to make no comment about this planning application.

***ACTION:** The planning comments will be relayed to WODC by the office staff.*

WTC/315/11 UPDATED CEMETERY REGULATIONS

The Council received and considered updated cemetery rules and regulations that had been drafted by the Town Clerk with the assistance of Cllr Mrs A Grant. Cllr C Carritt said that these were very comprehensive. The reasons why photos were not allowed were discussed and it was confirmed that photos would not be allowed on headstones. The only dogs that will be allowed in the cemetery are guide dogs. Cllr Mrs T Redpath said that she sympathised with families who might like to take their dogs into the cemetery on a lead but Cllr Mrs A Grant reminded Cllrs that people do not always clear up after their dogs. Cllr Mrs T Redpath proposed that the documents be finalised and issued for use. This motion was seconded by Cllr Mrs P Richardson.

RESOLVED (Unanimous)

That the documents be finalised and issued for immediate use.

***ACTION:** The office staff will start using the revised procedures immediately.*

WTC/316/11 S106 MATTERS (continued)

a) Transfer of Ownership of Wall Plaques

Cllr Mrs L Glees reported that the plaques will be installed in April. A leaflet is being prepared to tell residents and tourists about them. Cllr Mrs L Glees said that it had been a great pleasure to work with WODC and the artist. She reported that WODC wish to transfer the plaques to WTC by deed of gift. Most of the plaques have been paid for under s106 and therefore WTC has to accept the gift of these. The two privately owned plaques will remain in private ownership. It will cost WTC approximately £25 to insure the WTC plaques against vandalism. Cllr Mrs L Glees proposed that WTC accept this gift and insure the plaques. This motion was seconded by the Mayor. Cllr Mrs A Grant asked about the implications of a future resident wanting to remove a plaque from their house. Cllr Mrs L Glees said that WODC have said that if the house is listed the plaques become part of the listing.

RESOLVED

That WTC will accept the gift of plaques from WODC and arrange for them to be insured against vandalism.

The Mayor thanked Cllr Mrs L Glees for her work on this project and informed Cllrs that there will be a reception at the Town Hall at 6.30pm on the evening of 24th April when the plaques will be officially unveiled. A photographer will be in attendance.

***ACTION:** The Clerk will notify WODC that WTC accepts the gift and arrange for the plaques to be insured against vandalism.*

c) Project Management of the New Playground Provisions

Cllr J Cooper declared a personal interest in Agenda Item 9(c) Project Management of the New Playground Provision as he is a District Councillor at WODC.

Cllrs received and considered a paper prepared by the Town Clerk that recommended that professional staff from within WODC undertake this work. They would work

closely with Cllrs and project manage the procurement and installation of the new play equipment at the New Road and Budds Close play areas. Cllr Mrs P Richardson asked whether the WODC staff would be able to start this work in March and the Clerk confirmed this.

Cllr Mrs T Redpath said that she was reluctant to give WODC money to do this and would prefer it to be done in house. The Clerk explained the time constraints on staff and the potential impacts that this would have on the project.

Cllr T Gardiner proposed that WTC obtain other competitive bids for the provision of this service. The Deputy Mayor seconded this motion.

RESOLVED (11 votes for and 2 abstentions)

That WTC obtain competitive bids for the provision of the project management of the procurement and installation of play equipment at the New Road and Budds Close play areas.

***ACTION:** The Town Clerk will obtain competitive tenders for the provision of this service and bring these back to Council.*

WTC/317/11 ADOPTION OF DRAFT OFFICE PROCEDURES MANUAL

The Council received details of the suggested content of an office user manual. This had been compiled by the Town Clerk and Cllr Mrs L Glees. It was envisaged that this document would be a rolling document that would develop over time and therefore suggestions for additional content from Cllrs would be welcomed.

RESOLVED

That WTC will adopt the draft office manual on a rolling programme with Cllr input.

Cllr P Jay noted that the CC Management document could be a 'skeleton' for this.

WTC/318/11 FINANCIAL ISSUES

(i) To receive the List of Payments for February 2012

It was proposed and seconded that the list of payments made in the month of February 2012 amounting to £13,054.65 be received and approved.

RESOLVED

That the list of payments made in the month of February 2012 amounting to £13,054.65 is approved.

(ii) To receive the Bank Reconciliation Statements for February 2012

The Council received and considered the Bank Reconciliation Statements for January 2012.

(iii) To receive the Summary and Detailed Income and Expenditure Statements for February 2012

The Summary and Detailed Income and Expenditure Statements for January 2012 were received and considered.

Cllr T Gardiner asked that the Council receive a statement of the disposition of Council funds at the April meeting.

***ACTION:** The Clerk will include an item about the disposition of funds to the agenda for the meeting of 10th April 2012.*

EXCLUSION OF THE PUBLIC AND PRESS

It was 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 asked to withdraw.

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 asked to withdraw.

WTC/319/11 S106 MATTERS (continued)

- (b) OWL Extension
- (ii) To receive and consider the quotations received for a new footpath

The quotes received were considered. Cllr Mrs T Redpath said that WTC had tested the market to find out the costs of installing a pathway. Cllr Mrs T Redpath said that one potential contractor was much cheaper and recommended that WTC appoint this contractor as a contractor with whom WTC might discuss the work. Cllr P Redpath said that the path did not have to go straight along the top but could dip down for two fifths of its length by the Marlborough School although this could cost as much as doing the whole length. Part of the grant application also included tree works. Cllr P Redpath said that the grant would last for 12 months and that lottery money was not always there to bid for.

Cllr Mrs T Redpath said that WTC had been offered an 'Awards for All' grant of £9,320 but this must be confirmed by the end of the month. These grants are more flexible than other grants. Cllr Mrs T Redpath proposed the following two part motion that was seconded by Cllr P Redpath that:

1. WTC accept the conditional grant offer of £9320 from awards for all.
2. A named contractor is used for a later scheme and to have discussions with residents.

Discussion followed. Cllrs Cooper and Poskitt considered it inappropriate to accept the second part of the motion but Cllr Mrs A Grant said that the named contractor could do a plan.

Cllr P Jay considered it hard not to proceed and accept the grant now. The Mayor said that the grant could be accepted now and then consultation could follow. The grant would be valid for a year and so no action was required now. The Mayor said that if when WTC consulted with the affected public no agreement could be reached WTC could send the money back. Therefore no work could be done before consultation had been undertaken with the public. Cllr P Jay asked the Mayor to confirm that the proposal was to accept the money but that no action or work would be undertaken until various milestones had been met e.g. the election on 3rd May and that WTC was only requesting the money now. The Mayor confirmed this to be the position and that the proposal was only to accept the Awards for All Grant now. A Member called for a named vote.

For: Cllrs Mrs J Dunsmore, B Yoxall, Mrs E Stokes, Mrs P Richardson, C Carritt, P Jay, Mrs L Glees, P Redpath, Mrs T Redpath, Mrs A Grant, T Gardiner and E Poskitt (12)

Against: Cllr J Cooper (1)

RESOLVED

WTC agree to accept the Awards for All Grant but take no other action at this stage.

***ACTION:** Cllr Mrs T Redpath will work with the Town Clerk to accept the grant that has been provisionally offered by Awards for All.*

Cllr C Carritt suggested that WTC appoint the named contractor as a consultant but not for the contract of work as specified in the estimate received. Cllr Mrs T Redpath said that part two of her motion was to use the named contractor for the consultation with affected residents. The Mayor said that the Town Clerk should get an estimate from the named contractor for helping with the consultation. Cllr P Jay said that as this was different from the motion on the table a new proposal would be required. . Cllr Mrs T Redpath proposed that her motion be amended to say that WTC asks the named contractor, subject to their quotation, to act as consultant and produce a design for consultation with the affected residents should the work go ahead but that no work will be undertaken until agreement or otherwise of residents. Cllr C Carritt said that he would reluctantly still vote against this motion as residents might see it as a pre-emptive decision. He considered that this should be stopped until after the election so that WTC is not seen to be undermining the residents. Cllr E Poskitt agreed with Cllr C Carritt and was worried that WTC might alienate residents. The vote was then taken:

For: Cllrs T Gardiner, Mrs A Grant, Mrs T Redpath, P Redpath and Mrs P Richardson (5).

Against: Cllrs E Poskitt, P Jay, J Cooper, Mrs L Glees and C Carritt (5)

Abstentions: Cllrs Mrs E Stokes and B Yoxall (2)

The Mayor used her casting vote to vote for the motions.

RESOLVED

That the named contractor will, subject to their quotation, to act as consultant and produce a design for consultation with the affected residents should the work go ahead but that no work will be undertaken until agreement or otherwise of residents.

***ACTION:** The Clerk will ask the named contractor to quote for the consultation work.*

WTC/320/11 HONORARY TOWNSMEN

Councillors received and considered a report from the Town Clerk. The Mayor proposed that she be given permission to appoint the two Honorary townsmen that she had previously nominated. Cllrs P and Mrs T Redpath noted that they did not believe in the office of Honorary Townsmen and so would not be voting on principle but that

they respected both candidates. Their non-voting was therefore not a detrimental comment on the nominees.

RESOLVED

One candidate received 11 votes of support and the other 9 therefore the Mayor was given permission to proceed.

ACTIONS: The Mayor will formally approach both candidates.

The Clerk will arrange for scrolls to be commissioned.

WTC/321/11 PROPERTY UPDATE

(i) 24 Market Place Correspondence

Cllrs received and considered a letter that David Cameron MP had sent to the Town Clerk and a suggested response that had been drafted by the CMfP.

RESOLVED

That the draft letter was approved.

ACTION: The Town Clerk will send the agreed response to Mr Cameron's office.

(ii) 8 Park Street

The CMfP proposed that WTC accept the Carter Jonas recommendation to reduce the rent for this property. This motion was not seconded and so fell.

WTC/322/11 SUSPENSION OF STANDING ORDERS

WTC agreed to suspend Standing Orders for 10 minutes.

WTC/323/11 WREN CONTRACT

The Chairman of the CCWG said that the WREN contract has now been received and checked by himself, the Town Clerk and Mr Lunt from Carter Jonas. He proposed that this contract be signed. This motion was seconded by Cllr Mrs A Grant.

RESOLVED (Unanimous)

That the WREN contract be signed by the Town Clerk and Town Mayor.

ACTION: The Town Clerk will send the signed contract back to WREN.

The Mayor thanked the Deputy Mayor for his work on this project.

WTC/324/11 PROPERTY UPDATE (continued)

(iii) Town Hall Radiator Valves

The CMfP proposed that TC accept the quote from a named contractor to fit individual thermostatic valves to all radiators upstairs in the Town Hall. This motion was seconded by Cllr J Cooper.

RESOLVED (11 votes for, 2 abstentions)

That the named contractor will be asked to fit individual thermostats to the radiators upstairs in the Town Hall.

(vi) Park Street Block

The CMfP reported that Carter Jonas had obtained estimates for work on the Park Street block. It was agreed that these would be discussed at the next meeting.

(v) 8 Park Street (continued)

The CMfP presented the estimates obtained by Carter Jonas for the installation of lagging the loft over the small bedroom and installing a new soak away. Carter Jonas have recommended a named contractor and the CMfP proposed that this recommendation be accepted.

RESOLVED

That the Carter Jonas recommendation is approved and the loft be lagged and a soak away installed.

(vi) Community Centre

a) Lease of Upstairs Offices

The Mayor declared a personal interest as the tenant is a personal friend.

An interim bill has been received from Henmans for the lease of this tenancy. Cllr Mrs L Glees said that fixed bills were more appropriate for this type of legal work as the other party can drive up the hours. She asked that WTC asked for details of these and also for the recent bill to be itemised. Cllr T Gardiner suggested that WTC look to fix the fees and noted that there is an outstanding resolution to get the fees reduced. Cllr P Jay said that this was something that Mayors had negotiated in the past.

b) Outstanding Bill from One User Group

An outstanding bill was discussed and it was agreed that no further bookings be accepted from this hirer until the outstanding bills have been paid.

(v) 24 Market Place (continued)

Cllr Mrs T Redpath declared a personal interest as she knew the former tenant. Cllr P Redpath declared a personal interest as he knew the former tenant. The Council received and considered a letter from the former tenant. Cllr J Cooper proposed that the CMfP investigate the cost and process of pursuing this matter through the small claims court.

RESOLVED

That the CMfP investigate the cost and process of pursuing this matter through the small claims court.

WTC/325/11 EXTRAORDINARY TOWN MEETING

The Deputy Mayor proposed that an ETC be held on Tuesday 20th March 2012. This motion was seconded by Cllr J Cooper. The Clerk notified Cllrs that neither she nor the administration assistant would be available to minute this meeting. The Deputy Mayor agreed to do so.

RESOLVED (11 votes for)

That an ETC be held on 20th March at 7.30pm followed by a meeting of the Personnel Committee at 8pm.

The meeting rose at 10.45pm.

Signed Date