

**MEETING OF THE
WOODSTOCK TOWN COUNCIL
HELD AT 7.30 PM ON TUESDAY 9th JULY 2013
IN THE MAYOR'S PARLOUR, WOODSTOCK TOWN HALL**

PRESENT:

Cllr J Cooper (Mayor)	Cllr M Robertson (Deputy Mayor)	Cllr C Carritt
Cllr E Poskitt	Cllr P Jay	Cllr Mrs P Richardson
Cllr S Parnes	Cllr Mrs E Stokes	Cllr B Yoxall

ALSO IN ATTENDANCE: 23 Members of the Public, County Cllr Hudspeth, four representatives on behalf of Meeting Place Communications, Mr R File from Blenheim Estate and Mr Huw Mellor from Kemp and Kemp.

Before the meeting began the Mayor advised members of the public that the Town Council had not given its permission for the meeting to be recorded.

WTC/68/13 APOLOGIES FOR ABSENCE: Cllrs Mrs V Edwards and T Wray.

WTC/69/13 TO RECEIVE DECLARATIONS OF INTEREST

No Cllr declared any pecuniary interests. Cllrs notified the meeting of the following general interests:

Cllr S Parnes: Agenda Items 4 & 17 as he resides on a development adjacent to a field where another development is the subject of a planning application.

The Mayor: Agenda Items 4, Public Participation and 9 Planning as he is a WODC Member involved in planning matters.

Cllr B Yoxall: Agenda Item 8 Motion 2.

Cllr P Jay: Agenda Item 9 Planning as he lives in Banbury Road

Cllr E Poskitt: Agenda items 9 Planning, especially 9 (a) as she is a West Oxfordshire District Council (WODC) Member and sits on the Uplands Planning Sub Committee and has also had discussions with next door neighbours to new house on the Harrisons Lane garage site.

WTC/70/13 APPROVAL OF THE MINUTES

The minutes of the Meeting of the Town Council held on Tuesday 11th June 2013 were approved and signed as a correct record subject to the following amendments:

WTC/41/13: Questions. The last word of the first sentence of the Mayor's response was amended to read "invitation".

WTC/42/13: Woodstock Town Council Tourism Strategy. The first sentence of the paragraph following the resolution was amended so that the second "back" was removed.

WTC/58/13: Property Update. Part (a) of the resolution was amended so that the words "in the Community Centre" were inserted after "kitchen boiler".

The minutes of the Extraordinary Meeting of the Town Council held on Tuesday 25th June 2013 were approved and signed as a correct record.

WTC/71/13 PUBLIC PARTICIPATION

Cllr S Parnes declared an interest as he resides on a development adjacent to a field where another development is the subject of a planning application. The Mayor declared an interest as he is a WODC Member involved in planning matters.

The Mayor invited the residents to speak first, followed by Meeting Place Communications.

(i) Mrs Quincey

Mrs Quincey, a resident of Marlborough Place told the meeting about the problems she typically faced when travelling up Shipton Road. These included reversing problems when leaving her house (due to parked cars on a narrow road), cars and buses parked at the end of Randolph Avenue and lots of school and swimming pool traffic. She said that the area was often grid locked with traffic at present and that this would be exacerbated if the proposed 64 additional homes were built. Mrs Quincey anticipated that each household would have between two and four cars each making the road increasingly congested. She also had concerns about the very sharp bend and was worried that an accident would eventually happen. She noted that there were no real footpaths at Marlborough Place.

(ii) Dr Bob McGurrian

Dr McGurrian the Chairman of the Woodstock Action Group (WAG) was disappointed that he had to speak before Meeting Place Communications (MPC) employed by Pye Homes as he had requested to speak afterwards. He commented on six potential issues:

1. Affordable homes. Pye claimed that 50% (32 homes) would be included in the development and that this was mandatory. Dr McGurrian explained why this was not necessarily so and that it could be as low as 35% depending upon viability assessments which might be negotiated with WODC or a donation to the DC in exchange for a reduction in the number of affordable units.
2. Reliance on cars and lack of benefit to the town due to the remote location.
3. Community Infrastructure Levy (CIL). This will replace s106 and is a non-negotiable charge by WODC at “£x” per metre² based upon the size of the development. WODC would then decide how to spend this on local projects.
4. Traffic flow. Dr McGurrian explained why he disputed the Pye traffic flow calculations.
5. Traffic safety concerns for pedestrians, especially children and students walking or cycling to primary school during peak times.
6. Marketing materials. Dr McGurrian considered the content of these to be misleading.

(iii) Mr Andrew Partridge

Mr Partridge explained the difficulties that he currently faced leaving his home. He said that the driveway was already collapsing and weeds were becoming apparent. He raised four other issues:

1. Bee Orchids. He queried why the company undertaking the environmental survey had made no reference to Mr Pomfret’s Bee Orchid survey.
2. ‘Woodstock – Historic Town’. Mr Partridge feared this becoming ‘Woodstock – Bland Dormitory Town’ and noted that Owen Mumford was the only large employer in Woodstock. This company was expanding its operations in Witney and Chipping Norton where there is a ready population and so any expansion of Woodstock would therefore provide homes for commuters.
3. The schools could not expand any further.
4. Dangerous 90 degree blind corner on Shipton Road. Mr Partridge reported that he was recently driven off the road by a coach that took the corner too wide and made no attempt to stop. He was concerned that he could have been someone on a bike. He considered the traffic calculations presented by Pye to be ludicrous and asked that they stop giving ‘stock’ answers.

(iv) Mr Nathan Clark

Mr Clarke considered that no one could speak more passionately about Woodstock than a resident as they had the interest of Woodstock at heart. He said that the developers would be sacrificing a green field used daily by dog walkers and which provided a safe area for children to play, unlike the small green area in Marlborough

Place that is bordered on three sides by a road. The large scale development proposed for this site did not meet the needs of Woodstock and he would do all that he could to support the town and protect valuable green fields for the future legacy of the generations to come.

(v) Meeting Place Communications

Four representatives from Meeting Place Communications attended the meeting and explained the background and plans for the proposed development. The application had been submitted but not yet registered. They said that:

1. The need for new homes was reported widely in the press.
2. This development would contain privately owned, shared ownership and rented accommodation.
3. OCC were looking at parking.
4. The traffic analysis based on November 2012 statistics and using TRICS.
5. They believed the roads met standards
6. They were looking at alternative construction access.
7. The orchid survey had been completed.
8. That a 5% change in traffic movements would make little difference but that if necessary they can look again at the assessment.
9. Bee Orchids were not rare and Pyramid Orchids were in flower on the ring road and so could have been in bloom now if present on the field.

WTC Cllrs commented upon the following:

1. The OCC Local Transport Plan aimed to minimise transport by cars and the proposed development did not meet the public transport requirements included in the policy.
2. The traffic document relied on 2001 data and so was outdated.
3. Residents had not been surveyed directly.
4. Bob Pomfret's Orchid Evaluation should have been noted as this had been essential to 'Bloom' and Woodstock. It was noted that orchids can hide for 5 years if the weather was bad and that their environmental significance had been played down.
5. Concerns about any WTC sponsored traffic surveys taking place during the school holidays.

The environmental expert working for Meeting Place Communications disagreed with figures suggested by Cllr Mrs Richardson about orchids on the proposed site. He said that another survey would be undertaken during the winter months and that any orchids would be moved if necessary.

Mr Mellor from Kemp and Kemp made the following points:

1. WODC did not have a 5 year land supply issue and so these homes were not needed.
2. It was not in-fill or rounding off.
3. There was no permissive policy in Woodstock.
4. There was no normal planning need for the development.
5. What was the 'special significance'?
6. What did they mean by a 'supporting development'?
7. Was it linked to the World Heritage Site and therefore an 'enabling development'? He was told that it was not a formal planning enabling case so Mr Mellor reminded residents about the exceptions relating to 'enabling' applications and that in planning terms there were no other cases whereby the normal application of planning policy can be set aside.

Mr File from Blenheim Estates said that the use of an 'enabling development' would be comparable to 'using a bull in a china shop' to get planning approval and that a

'supporting development' sought to run in parallel with the LDF and enable people to work together. Mr Mellor said that he was not aware that 'supporting developments' existed in planning terms.

WTC had worked with Mr Mellor and approached two traffic consultants to provide quotes to assist the Council and was currently awaiting receipt of these. Mr Mellor said that this application would be classified as a major development and so subject to the 13 week process. The school holidays would therefore not present a problem to the traffic survey as it was unlikely to go in front of the WODC Planning Committee before late September or early October and could be submitted after the initial planning objection if necessary. Mr Mellor confirmed that the WTC traffic survey would not be undertaken during the school holidays. One Cllr suggested that it might be better to undertake the traffic survey in September as a lot of students were currently out of school due to 'A' levels.

Cllr Jay proposed that WTC approved a spend of up to £2.5k to enable a prompt and timely traffic survey at the earliest suitable opportunity. This motion was seconded by Cllr Yoxall. A Cllr called for a named vote.

For: The Mayor, the Deputy Mayor and Cllrs Jay, Parnes, Poskitt, Mrs Richardson, Mrs Stokes and Yoxall (8)

Cllr Carritt did not take part in the vote

RESOLVED

That WTC approved a budget of up to £2.5k to enable a prompt and timely traffic survey at the earliest suitable opportunity.

WTC/72/13 COUNTY & DISTRICT COUNCILLOR UPDATES

(i) County Cllr I Hudspeth

Cllrs had previously been circulated County Cllr Hudspeth's July report. WTC discussed the Shipton-on-Cherwell Quarry proposed changes to lorry routing that would be considered by the OCC Planning Regulations Committee on 22nd July 2013. Cllrs raised concerns that the proposals would negate the work of the A44A group that had worked hard to get vehicles re-routed away from Woodstock and onto the A40. The proposals were therefore viewed as a retrograde step. Cllr Carritt proposed, Cllr Jay seconded and the Council unanimously

RESOLVED

That WTC objects to the proposed amendment to lorry routing on the A44 on the grounds that it is largely unenforceable and policing will be impractical.

ACTION: *The Town Clerk will submit the WTC response to the consultation.*

A resident thanked Mr Mellor for his input to the meeting.

The Mayor asked for the council's agreement to bring forward Agenda Item 15, Review of the Local Transport Plan and it agreed to do so.

Cllr B Yoxall proposed that:

In reviewing the Oxfordshire Local Transport Plan (LTP) 2011-30 WTC notes that Policy SD1 under 'Supporting Development' namely, 'OCC will seek to ensure that the location and layout of new developments minimise the need for travel and can be served by high quality public transport, cycling and walking facilities' is contrary to the proposal by Pye Homes to locate new development to the north of

Marlborough Place and requests the cooperation of OCC in resisting this proposal, noting additionally that Policies SD2 and SD3 would also appear to be germane.

Furthermore, in the 'Rural Areas' chapter of the LTP WTC notes the proposal in "Corridor Strategies" to relieve congestion at the Wolvercote roundabout to improve traffic flow on the A44 and A40 which it supports but also, whilst appreciating the current shortage of funding, requests that a feasibility study into the possibility of a light railway link between Witney and Oxford be undertaken as soon as practicable.

Cllr Yoxall asked whether Cllr Hudspeth would be happy to support his motion.

County Cllr Hudspeth suggested that WTC needed to be careful about the first part of this motion about Marlborough Place planning as it is not relevant to the LTP. He said that you couldn't apply the transport part to the planning. County Cllr Hudspeth also noted that feasibility studies were tricky as there was no chance of them receiving funding at present, therefore you could be criticised for doing one.

In response to a Cllr asking for the result of the motion put earlier that day at OCC full council that OCC as a Highways Authority improve its planning responses County Cllr Hudspeth reported that the motion had been unanimously supported. However he noted that the Highways Authority had to work to the planning regulations and that if any traffic changes were less than a 5% variation it would be difficult to say that it would increase.

County Cllr Hudspeth then left the meeting

(ii) District Cllrs J Cooper and E Poskitt

The council received and noted the July 2013 report from District Cllrs Cooper and Poskitt. It was noted that the planning application for 18-19 Hill Rise had been refused and District Cllr Cooper said that he was not aware of any additional application for this site.

WTC/73/13 COMMUNICATIONS

The Mayor asked that the Town Clerk include an item on the next TC agenda about the Woodstock Passion Play that will take place next spring.

The Mayor informed the meeting that Cllr Glenn Fleetwood had resigned and on behalf of the Council thanked him for his hard work and contribution.

The Mayor informed Cllrs that the Christmas Carols around the tree would take place at 5pm on Saturday 14th December.

The Mayor said that he had written to Dr Van Oss on the occasion of her retirement as head of the local doctors' practice and had received a nice card in return.

WTC/74/13 QUESTIONS

The Mayor received the following questions from Cllr Parnes under Standing Order No 8:

Please would the Mayor kindly:

- a) *confirm the amount(s) of expenditure(s) incurred to date, by the Town Council, in taking legal advice from commercial solicitors in relation to concerns about the Motion, including its wording, which Cllr Jay insisted to bring to the 11th June 2013 WTC Meeting (appeared as Agenda Item 8 of that meeting); and*

- b) *explain why (especially in the interests of conserving public funds) free advice was not sought from NALC/OALC specialist(s) who offer legal advice and retain specific expertise in local government law and procedures, including with regard to application of Standing Orders.*

The Mayor said that because of the speed at which he personally needed advice to clarify matters about the notice of motion at the recent council meeting, he authorised the Clerk to the Council to get guidance to enable him to chair the Council meeting in an orderly fashion. He said that the cost of Messrs Henmans account was approximately net £350.00 which would be deducted from the civic budget as it was not a normal office admin matter.

WTC/75/13 MOTIONS PRESENTED TO COUNCIL

The following motions had been submitted by Cllr Parnes in accordance with the WTC Standing Orders:

Motion 1:

1. *The Council regrets terminology used by Councillor Jay at the 11th June 2013 Town Council Meeting when he:*

- a) *depicted as “toxic” the atmosphere and relations among Woodstock Town Council members prior to the current electoral term commencing May 2012;*
- b) *queried, even if facetiously, whether developers were the vandals causing recent damage at Budds Close playground; and*
- c) *described as “nincompoops at Witney” decision-makers at West Oxfordshire District Council.*

2. *The Council, having regard for WODC Code of Conduct provision No 9 which states “You must treat others with respect”, calls upon Cllr Jay to publicly extend on the record his unreserved apology for any offence resulting from his words as described in Para 1 above.*

3. *The Council affirms its aspiration to good and proper relations with – and general respect for:*

- a) *all former and current Town Councillors;*
 - b) *developers including their employees and contractors; and,*
 - c) *WODC officers, staff and elected representatives.*
- Woodstock Town Council - as a corporate body and a representative entity - values their respective contributions to society.*

This motion was not seconded and so fell.

Motion 2:

Cllr B Yoxall declared a general interest.

The Council:-

1. *Regrets the action of Cllr Yoxall in publishing to all councillors plus staff an email of 16 June 2013, and an attached copy letter from Cllr Yoxall to Cllr Edwards and a member of her household dated “13th June 2013”, whereas contents of these correspondence conveyed unsubstantiated allegations and/or references to “unacceptable” conduct, “breach of good neighbourliness”, “trespass”, vandalism, and “criminal damage”, an assertion of entitlement to compensation, and an accompanying declaration by Cllr Yoxall that “this situation makes it very difficult for me to contemplate working closely with Victoria as she suggested last Tuesday during the discussion on the Leisure & Tourism Strategy Paper I put before the Town Council.”;*

2. *Robustly disapproves of insinuations arising from Cllr Yoxall's correspondence to the effect that she or any other member of her household were party to the accusations and/or assertions which were unsubstantiated at the time of his correspondence, and as far as Council is aware also ever since;*
3. *Considers that the actions Cllr Yoxall purported or attributed would in any event (even if substantiated) be private matters between residents and not issues within the remit of Council business, and therefore overwhelmingly inappropriate for circulation amongst Town Council Members and staff;*
4. *Strongly considers it inappropriate and improper for Cllr Yoxall to unilaterally exclude any another duly elected Member of Council from public duties and/or representation activities to which any duly elected Member seeks to contribute; and Calls upon Cllr Yoxall to: (a) apologise to Cllr Edwards and the Town Council for circulating his email and letter, (b) formally retract his correspondence of 16th and 13th June as circulated, and (c) confirm he will not act to unilaterally exclude her contributions to any degree, from any Council work.*

The council agreed to defer this motion until the next meeting in response to a prior request from Cllr Mrs Edwards in order that she could be present when it was discussed.

ACTION: *The Town Clerk will include this motion on the next agenda.*

WTC/76/13 PLANNING

Cllr P Jay declared a general interest as he lives in Banbury Road.

Cllr E Poskitt declared a general interest, especially 9 (a) as she is a West Oxfordshire District Council (WODC) Member and sits on the Uplands Planning Sub Committee and has also had discussions with next door neighbours to new house on the Harrisons Lane garage site.

The Mayor declared a general interest as he is a WODC Member involved in planning matters.

The following planning applications were received and considered.

(i) Planning Applications

To receive and consider the following planning applications:

(a) Ref:13/0877/P/FP: Garage Court, Harrisons Lane, Woodstock

Erection of detached dwelling and creation of new access (to allow alterations to access details of approved planning permission 09/1528/P/FP)

RESOLVED that Woodstock Town Council supports this planning application.

(b) Ref:13/0907/P/FP: 2 Glyme Close, Woodstock

Erection of single and two storey side extensions.

RESOLVED that Woodstock Town Council **objects to this planning application** on the grounds of policy BE2 but would be minded to approve a modified design that incorporates a lower roof line.

ACTION: *The planning responses will be notified to WODC.*

(ii) Extension of period to respond to an application for major development

Cllr Parnes said that most of his questions had already been answered by Mr Mellor but asked if he was aware if WODC would accept a time extension to the planning application response period. Mr Mellor suggested that:

1. If WODC offered an extension in time WTC accept it.

2. If WODC set a statutory period it would not be hard and fast and later submissions could still be considered.
3. WODC would not forget that WTC intends to make comments as Jon Westerman, the planning officer, is already aware.

Cllr Parnes proposed that when WODC contacts WTC to discuss an extension of time WTC tries to maximise it. Mr Mellor suggested that WTC send an initial representation within 21 days or during the extended period and gives WODC advance warning that detailed transport information is sent afterwards. Cllr Parnes accepted this amendment and Cllr Carritt seconded the amended motion.

RESOLVED (8 votes for and 1 abstention)

That when WODC contacts WTC to discuss an extension of time WTC will try to maximise it and that WTC will send an initial representation within 21 days or during the extended period and give WODC advance warning that detailed transport information will be sent afterwards.

(iii) Town and Village Green Act (Open Spaces)

Honorary Townsman John Banbury explained the Town Mayor and Town Clerk had asked him to gather papers about green spaces in Woodstock. He showed the people present at the meeting a large map that showed the parish boundaries and those of Blenheim Estates. Honorary Townsman Banbury said that the objectives were as follows:

1. To identify and preserve for public use the public footpaths and open spaces residents had freely used for recreation and amenity for many years.
2. To collect evidence of personal use from residents and users.
3. To ensure the future availability of recreational and amenity areas to the public by way of legal registration as Town and Village Green status.

This would be done by:

1. Identifying all areas on the ordnance survey map.
2. Collecting evidence of public use over a period of years.
3. Using Town Council facilities to collect and record personal use by signed documentation.

ACTION: *The Town Clerk will establish a file that will become evidence that could be used as required.*

4. WTC initiating and following through legislation appropriate to preserving facilities.

Honorary Townsman Banbury noted that he was not aware of any village greens in the parish. Cllrs supported this initiative and recognised the importance of starting this work now. Cllr Carritt proposed, Cllr Mrs P Richardson seconded and WTC

RESOLVED (Unanimous)

That footpath across the football field is opened as it has currently been blocked by a locked gate which means that people have to walk through Willoughby Way.

Mr Mellor left the meeting at this point.

WTC/77/13 *REPORT OF THE RESPONSIBLE FINANCIAL OFFICER*

The Council received and considered:

(i) The List of Payments for June 2013

RESOLVED That the Council received and approved the list of payments totalling £22,616.62 made in the month of June 2013.

(ii) The Bank Reconciliation Statements for June 2013

RESOLVED That the Council received and approved the bank reconciliation statements for June 2013.

In response to a query Cllr Jay explained that the electronic banking service currently offered by Barclays Bank Plc had been reviewed and it had been concluded that it was not suitable for WTC. It is believed that something better will soon be available soon and it would be brought back to Council then.

(iii) The Summary and Detailed Income & Expenditure Statements for June 2013

RESOLVED That the Council received and approved the summary and detailed income and expenditure statements for June 2013.

(iv) Disposition of Council Funds

RESOLVED That the Council received and noted the report of the disposition of Council funds as at 30th June 2013.

WTC/78/13 *WOODSTOCK PLAYGROUNDS PROJECT*

The Deputy Mayor reported that Cllrs and staff from WODC had met with residents who had expressed concerns about the play area refurbishment at New Road. Their main concerns were about antisocial behaviour and not about the proposed equipment. They were also worried about mixing the age groups. The WTC consultant has modified the final design for the scheme to take some of their concerns on board. The work is now going out to tender based upon the current budget. The new pod swing at Budds Close will be part of the tender. WTC will formally respond to the residents that had written to the Council. The new roundabout for Rosamund Drive in old Woodstock will be a Wicksteed 'Spiro Whirl'. It is within budget and so has been ordered and will be installed early August.

WTC/79/13 *OWL EXTENSION*

The Chairman of the OWL working group reported that the Council now had something to celebrate largely due to the work of the Deputy Mayor. He said that 14 months ago the project had been in crisis and causing considerable consternation amongst some residents. Now the new OWL Nature Reserve extension exists, is wholly owned by WTC and is serviced by a path that can be walked. Cllr Jay was very encouraged that it was now up and running and suggested that the Mayor might like to walk along it.

The Deputy Mayor proposed the following motion that was seconded by Cllr Poskitt, who asked that a fifth point be added. The Deputy Mayor agreed to this request.

RESOLVED (Unanimous)

That WTC

1. notes and approves the verbal report of progress on the OWL extension

2. notes the concerns of residents who attend the forum and agrees that the council will continue to work as sensitively as possible with residents to meet their concerns where possible
3. agrees that a letter be sent to Marlborough School regretting that WTC is unable to provide fencing on their boundary
4. agrees the expenditure on additional work as per quotation for £1,852.00
5. expresses warmest thanks to all those Cllrs and others involved in reaching the present very satisfactory situation.

The Deputy Mayor said that residents will be invited to participate in a litter pick to collect the large amounts of rubbish that has been revealed along the new path. She noted that the notices for the OWL Reserve have been ordered and an opening ceremony will follow. Glenn Fleetwood has agreed to continue to be the Voluntary Warden with Bob Pomfret.

WTC/80/13 REVIEW OF COMMITTEE/WORKING GROUP STRUCTURE

(i) Review the Current Structure

The Council reviewed and considered the current Committee/Working Group Structure and it was generally felt to be working well.

The Mayor proposed, Cllr Jay seconded and WTC

RESOLVED

That the status quo should continue.

Discussion followed about the appointment of Cllrs to specific roles.

Cllr Carritt proposed, Cllr Poskitt seconded and WTC

RESOLVED (6 votes for, 3 against)

1. That the Highways Working Group is deleted as it has only met once.
2. That WTC resolves to formalise the custom and practice for the selection of membership and chairmanship of working groups and committees, namely:
 - a) that all members are invited to select those working groups, committees and external bodies on which they would wish to sit, and that any over-subscription be eliminated by discussions and where necessary by vote
 - b) that the selection of chairs is by the vote of the members of the working group or committee at their first meeting (except for external bodies which will have their own arrangements)
 - c) that it shall be customary (though not mandatory) for elected chairs of working groups and committees to serve in that role until the date of the Annual Town Council meeting in May of each year
 - d) that where the Council decrees that a Council Member for a particular function be appointed, that appointment should be made by vote at the meeting of the Committee that oversees that function.

It was noted that The Woodstock Traffic Advisory Committee (TAC) is a committee of the County Council administered by WTC and is therefore outside the scope of this policy. Nevertheless, insofar as it is possible, the spirit of this policy should also be applied to the TAC.

(ii) Wall Hangings Trust (Brought forward from June 2013)

RESOLVED

That the Cllr appointments to the Wall Hangings Trust will become part of the standard list of outside bodies which are reviewed annually.

ACTION: *The Town Clerk will make Ex-Officio Voting an item on the August TC agenda.*

WTC/81/13 LEISURE AND TOURISM STRATEGY FOR WOODSTOCK TOWN COUNCIL

The Council received and considered a report from Cllr B Yoxall. The Mayor noted that the Cllrs who had asked to input to the strategy had not yet been consulted and therefore the Council deferred this item until August to enable this to be done.

ACTION: *The Town Clerk will include the Leisure and Tourism Strategy for WTC as an item on the August TC agenda.*

WTC/82/13 REPORT ON BENCHES ON TOWN SQUARE

The Council received and considered a paper from Cllr Carritt that detailed the results of the survey that had been taken. Nine responses had been received (including from the Town Clerk). The configuration was discussed.

RESOLVED (8 votes for, 1 vote against)

That the Council will adopt a configuration of six seats arranged with two on each side of the town square and two facing outwards in front of the Town Hall and immediately to the side of the two planters (making sure that they are well clear of the cobbles and planters).

The three most popular bench designs were discussed and voted upon, the results of which were:

Broxap Blackburn Seat	3 votes
Broxap Willenhall Seat	5 votes
Bridgeman Bench	0 votes

RESOLVED

That:

1. WTC will purchase 4 Broxap Willenhall Seats
2. the two existing benches will be relocated in front of the Town Hall and the four new ones on the two sides of the square
3. the funding is allocated from reserves unless surpluses can be found at the August financial review.

ACTION: *The Clerk will confirm the suitability of the proposed seats with Broxap and then place the order.*

WTC/83/13 BUDDS CLOSE PARKING AND ADJACENT FIELD

Cllr S Parnes declared a general interest as he resides on a development adjacent to a field where another development is the subject of a planning application.

Cllr Parnes spoke about Budds Close parking. He said that Budds Close was an adopted road with no parking restrictions. He had concerns about families coming and parking in Budds Close and queried whether, if the proposed development went ahead, some residents will park in Budds Close. As parking is not enforceable or restricted to residents in Budds Close he feared that they were vulnerable to further use. He also spoke about the access rights to the OWL Reserve and Sansoms Lane. The Council noted his report.

WTC/84/13 CHRISTMAS LIGHTS AND REMEMBRANCE DAY ARRANGEMENTS

(i) Remembrance Sunday

The Mayor said that he wanted to try to change this year's Remembrance Sunday proceedings and asked for the Council's permission to discuss with the Duke of Marlborough and the British Legion whether Mr Ray Higgins could be invited to come to the Woodstock service with expenses paid from the civic budget.

RESOLVED

That the Mayor discuss the possible invitation to Mr Higgins with the British Legion and Duke of Marlborough.

(ii) Christmas Lights

The Mayor noted that WTC needed to write to the commercial properties and invite them to contribute to or sponsor the Christmas lights as there was only £4300 in the budget.

RESOLVED

That the Mayor tries to secure commercial funding for the Christmas Lights.

WTC/85/13 CONTROL AND MANAGEMENT OF THE TOWN COUNCIL'S CEMETERIES

Cllrs received and considered a report from Cllr Carritt and the Town Clerk. Cllr Carritt proposed that WTC adopt these terms and conditions to run alongside the existing "Rules for Using Cemeteries" and to support the invitation of funeral directors and grave diggers to a training session to be run by the ICCM at the Town Hall at a date to be decided. Cllr Jay seconded the motion after it had been reconfirmed that the proposed list will not be a closed shop but open to anyone who would sign up to WTC's conditions.

RESOLVED (8 votes for and 1 non vote)

That WTC adopt the terms and conditions included in the 'Control and Management of the Town Council's Cemeteries' report to run alongside the existing "Rules for Using Cemeteries" and to support the invitation of funeral directors and grave diggers to a training session to be run by the ICCM at the Town Hall at a date to be decided.

Cllr Carritt then left the meeting.

WTC/86/13 MEETING OF THE MAYOR'S COMMITTEE

The Council received and considered the minutes of the meeting of the Mayor's Committee held on Tuesday 25th June 2013. The Mayor proposed, Cllr Yoxall seconded and the Council

RESOLVED (unanimous)

That the minutes of the Mayor's Committee were received and noted.

WTC/87/13 TOWN MEETING ON 18th JUNE 2013

Cllrs received and noted the minutes of the Town Meeting held on Tuesday 18th June 2013.

The Mayor asked the Council to take agenda items 25 and 26 next and they agreed to do so.

WTC/89/13 OXFORD AIRPORT CONSULTATIVE COMMITTEE

Cllr Parnes reported that in relation to the Fewcott wind turbine inquiry the airport had released condition 21 relating to Instrument Flight Procedures. The PINS inspector had decided that the wind turbines do not meet the "adverse effect test" in

relation to radar mitigation. The developer is now seeking to find a solution. WTC noted the report.

WTC/90/13 SEALING OF DOCUMENTS

RESOLVED

That the lease for the play area at Rosamund Drive in Old Woodstock should be sealed and signed by the Town Clerk and Town Mayor.

WTC/91/13 EXCLUSION OF THE PUBLIC AND PRESS

The Mayor asked members of the public to leave the meeting temporarily whilst the Council considered confidential information.

At 9.55pm the meeting was adjourned because a member of the public refused to leave the meeting.

After a few minutes Cllrs Parnes, Mrs Richardson, Mrs Stokes and Yoxall left the meeting as did the member of the public.

The meeting resumed at 10.04pm as a quorum of Cllrs were still present.

WTC/92/13 STAFF APPRAISAL

This item was adjourned.

WTC/93/13 PROPERTY UPDATE

(i) Report from the CMfP

The report from the CMfP was received and considered and WTC

RESOLVED that

- a) Carter Jonas will be asked to notify the Courts that a former tenant was in breach of the repayment agreement.
- b) Carter Jonas will be instructed to arrange for the installation of a new hot water boiler in the Community Centre
- c) A recommendation from Carter Jonas about the rent arrears of a tenant was discussed.

RESOLVED

That the Carter Jonas recommendation is approved and that if the rent arrears are not paid by the end of 2013 WTC considers a further recommendation from Carter Jonas.

WTC/94/13 REQUEST FROM A MEMBER OF THE PUBLIC

The Mayor updated Cllrs about the situation relating to a request that had been received from a member of the public.

The council went back into open session.

The meeting rose at 10.15pm.

Signed Date