

**MINUTES OF THE ANNUAL MEETING AND ALSO
THE MONTHLY MEETING OF
THE WOODSTOCK TOWN COUNCIL
HELD AT 7.30 PM ON TUESDAY 13th MAY 2014
IN THE MAYOR'S PARLOUR, WOODSTOCK TOWN HALL**

I ANNUAL MEETING

PRESENT:

Cllr J Cooper (Mayor)	Cllr M Robertson (Deputy Mayor)	Cllr B Yoxall
Cllr Mrs V Edwards	Cllr P Jay	Cllr Mrs E Jay
Cllr S Parnes	Cllr E Poskitt	Cllr Mrs E Stokes
Cllr L Maybury	Cllr T Wray	

ALSO IN ATTENDANCE: County Cllr I Hudspeth, Mr H Mellor, Kemp & Kemp and 13 members of the public.

PRO-FORMA ISSUES

WTC/1/14 ELECTION OF TOWN MAYOR AND SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE

Cllr P Jay nominated Cllr J Cooper and this nomination was seconded by Cllr T Wray. There were no other nominations.

RESOLVED: That Cllr J Cooper is elected as Mayor of Woodstock for 2014/15.

Cllr Cooper signed the acceptance of office form in the presence of the Town Clerk and assumed the Chair.

WTC/2/14 ELECTION OF DEPUTY TOWN MAYOR AND SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE

The Mayor nominated Cllr Robertson and this nomination was seconded by Cllr Poskitt. There were no other nominations.

RESOLVED: That Cllr M Robertson is elected as Deputy Mayor of Woodstock for 2014/15.

Cllr Robertson signed the acceptance of office form in the presence of the Town Clerk.

Cllr Mrs V Edwards left the meeting at this stage.

The Mayor asked for the Council's agreement to invite Mr Mellor from Kemp & Kemp to address the Council and residents about the Pye planning application associated with the agenda item 20 Planning, (iii) Concerns Arising Subsequent to 6th May WODC Sub-Committee Deliberations on Planning Applications for Field between Marlborough School and Budds Close. The Council agreed to this.

WTC/3/14 PLANNING
(iii) Concerns Arising Subsequent to 6th May WODC Sub-Committee Deliberations on Planning Applications for Field between Marlborough School and Budds Close and Union Street Garage

Mr Mellor addressed the Council and said that it appeared that WODC were mindful to approve the application unless it was called in by the Government in response to the objection raised by "Sport England" – a national body promoting sporting

excellence. The Government must now decide whether it will consider the application or return it to WODC for processing. If the Government call it in it will take the decision out of WODC's hands and be largely based on national rather than local considerations. Mr Mellor provided examples to illustrate how this has been done in the past.

Mr Mellor anticipated that it would take the Government approximately 1 month to make this decision. The Mayor asked if WTC should make representations to the National Planning Policy Case Worker but in Mr Mellor's view this would only be worthwhile if there were planning matters beyond local considerations to present, and he suspected that there were not.

Mr Mellor said that if the District Councils challenge the Oxfordshire Strategic Housing Market Assessment (SHMA) it would be unlikely to affect the Government's call-in position. However if the application is sent back to WODC this may put WODC in a different position.

A Cllr asked whether a judicial review could be called for if it could be shown that there was a flaw in the recommendation of WODC due to inaccurate information. Mr Mellor suggested that:

- (i) WTC or individuals could use the WODC corporate complaints procedure to set out their concerns at any time before a planning decision is issued by WODC. The WODC complaints procedure might then trigger the planning application to be brought back before the Uplands Sub-Committee which might be beneficial in light of the challenges to the SHMA that are currently underway. The SHMA challenges may result in a different consideration due to new material considerations relating to the 5 year housing supply and the effect of these on policy H7.
- (ii) WTC should keep the consideration of a request for Judicial Review on hold for now as this could be called for within 90 days of the issue of a planning decision notice. Mr Mellor noted that this route could be costly to WTC as he recommended that a planning barrister would need to be engaged and instructed.
- (iii) WTC could consider making a complaint of mal-administration to the Local Government Ombudsman but if this action was going to be taken it should be done quickly before the Government send the application back to WODC for a decision.

Cllr P Jay proposed the following motion which was seconded by Cllr S Parnes and it was

RESOLVED (unanimous) that the Council:

- (i) Notes with deep disappointment and shock the decision of the planning committee on the Marlborough Field.
- (ii) Considers that the threat that this development poses to the Woodstock Community remains as dire and damaging as ever.
- (iii) Notes with keen interest the advice received at this meeting from Mr Huw Mellor (Kemp and Kemp) in regard to the options remaining for further opposition to the proposed development.
- (iv) Calls upon the Mayor to invite one or more Councillors to work intently with Mr Mellor to develop its strategy for further opposition to the development.
- (v) Calls upon that team to report back to the Council with all deliberate speed.

ACTION: The Mayor will invite people to join this group.

A resident thanked WTC for this resolution. The Mayor thanked Mr Mellor for attending the meeting and addressing the Council and residents. Mr Mellor then left the meeting.

The Council then reverted back to the agenda

WTC/4/14

UPDATE APPOINTMENT OF MEMBERS TO SERVE ON COMMITTEES AND WORKING GROUPS AND OUTSIDE BODIES

These two agenda items were taken together. The Clerk had previously circulated the current list of WTC Committees, Working Groups, Council members with particular responsibilities, and Cllr involvement on outside bodies. The Council

RESOLVED that:

- (i) Cllr V Edwards will continue as Council Member for Property (CMfP).
- (ii) All property matters will come back under the remit of the CMfP.
- (iii) Cllr P Jay will continue as the lead Cllr on finance.
- (iv) Cllr B Yoxall will continue as lead Cllr on Winter Weather.
- (v) The OWL Working Group is to be wound up and is deleted from the list.
- (vi) The Public Events Fund is in final stages of being wound up and is deleted from the list.
- (vii) The Town Clerk will amend the Cllrs listed on the A44A group to read Cllrs Mrs E Jay and E Poskitt.
- (viii) Mr F Collingwood is reappointed as a trustee to the Woodstock Exhibition Foundation Charity.
- (ix) Honorary Townsman Dr Robert Edwards was thanked for his 20 years of dedicated service on the Woodstock Exhibition Foundation and WTC noted his wish to retire from the committee.
- (x) Cllr T Wray will replace Honorary Townsman Dr R Edwards as a trustee on the Woodstock Exhibition Foundation.
- (xi) Cllr L Maybury will replace Cllr T Wray on the Woodstock Youth Club Committee.
- (xii) The membership of the WTC Committees, Working Groups and Cllr involvement on outside bodies is as detailed in Appendix A of these minutes.

WTC/5/14

TO RECEIVE DECLARATIONS OF INTEREST

These were received and noted at agenda item WTC/11/14.

WTC/6/13

APPOINTMENT OF PROFESSIONAL BODIES

- (i) Solicitors
RESOLVED: That Henmans Frith will be retained at the WTC solicitors.
- (ii) Property Agents
RESOLVED: That Carter Jonas will be retained as WTC's property agents.
- (iii) Bankers
RESOLVED: That Barclays Bank will be retained as WTC's bankers.
- (iv) Insurers
RESOLVED: That Zurich Municipal will be retained as the WTC insurers.
- (v) Internal Auditor
RESOLVED: That Patricia Ingham will be retained as the internal auditor for 2014/15.

WTC/7/14 STANDING ORDERS AND FINANCIAL REGULATIONS

RESOLVED: That WTC will adopt the Standing Orders and Financial Regulations issued in July 2012 as amended in October 2012.

WTC/8/14 ASSET REGISTER AND RISK ASSESSMENT FOR 2014/15

WTC noted that the asset register and risk assessment are up to date and will continue be reviewed and updated as required during 2014/15.

WTC/9/14 CALENDAR OF MEETINGS

(i) Invitation to hold the June Council meeting in the Marlborough School
The Council had been invited to hold one of its regular meetings at the Marlborough School and this invitation was gratefully accepted.

RESOLVED that the June Town Council meeting will be held at the Marlborough School.

(ii) Calendar of meetings
The calendar of meetings was received and considered. The Mayor noted that the date of the Annual Town Meeting at the Community Centre has now been confirmed as Tuesday 17th March 2015 therefore it was agreed that the word "(TBC)" will be deleted.

RESOLVED: That the Calendar of meetings prepared by the Town Clerk and amended was approved.

II MAY MONTHLY TOWN COUNCIL MEETING

WTC/10/14 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs C Carritt and Mrs V Edwards.

WTC/11/14 DECLARATIONS OF INTEREST

Cllr B Yoxall declared a Registered Disclosable Pecuniary Interest in Agenda Item 23 the report from the Environment Committee minute EC/78/13 Woodstock in Bloom (ii) as the Hoggrove Steps adjoin a property that he owns which is on the market.

The following Cllrs notified the meeting of general interests:

Cllr E Poskitt: Agenda Item 20 Planning items (i) and (iii) as a Member of WODC who sits on the Uplands Sub Committee.

Cllr J Cooper, The Mayor: Agenda Item 20 Planning, as a Member of WODC who is involved in planning

Cllr S Parnes, Agenda Items 20 (i) (b) Planning Application Ref: 14/0536/P/FP as he is contesting an election in which the applicant is a candidate, Agenda Item 29 Property (ii) Premises Licence application because he objected to an earlier premises application by the applicant – he noted that he would abstain from voting upon this matter.

WTC/12/14 MINUTES: The minutes of the Town Council meeting that took place on Tuesday 8th April 2014 were approved and signed as a correct record subject to the correct spelling of the word "Whittam" in the first sentence of minute WTC/326/13.

WTC/13/14 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

- (i) Mrs Sarah Williams: had previously requested an opportunity to address the Council about a highways and transport matter but addressed the Traffic Advisory Committee instead.
- (ii) Dr Bob McGurri
Dr McGurri addressed the Council about Agenda Item 17 Motions Presented to Council, (iii) Motion from Cllr T Wray: Neighbourhood Plan. Dr McGurri said that WAG considered that the idea of a Neighbourhood Plan was commendable. He asked that if the motion was approved by WTC that WAG be included in the formation of any such plan and be represented on any ad hoc committee, working group, task force or meeting to establish a Neighbourhood Plan. Dr McGurri also asked that the number of WAG representatives on such a group be equal to that of any other local groups that are involved.
- (iii) Mr Chris Pomfret
Mr Pomfret addressed the Council about Agenda Item 17 Motions Presented to Council, (i) Motion from Cllr B Yoxall: Woodstock NatWest Bank. Mr Pomfret said that NatWest claim that to “serve our customers well is our purpose” but would not be doing this for Woodstock residents if they closed the Woodstock branch. He said that petitions had been circulated in the town and signed by 361 local residents who had expressed their unhappiness about the bank closing as it is a community issue for the businesses and many people in the local area. He had written to West Oxfordshire District Council (WODC) and the Oxfordshire Rural Community Council (ORCC) but had no response from them, but had received letters of support from the Plunkett Foundation, The Campaign for Community Banking and Woodstock, New York, USA.

Mr Pomfret gave Cllrs copies of the campaign update and the letter of response from RBS to the Prime Minister about this matter. Although he hoped that the Prime Minister would follow-up the response he feared that it might not be within the remaining two week consultation deadline. He said that senior managers within NatWest had written to various local people offering various alternatives and he noted that they had not followed the correct procedure. He invited the Mayor to attend a meeting that he was having on 21st May with the CEO of the Oxford Area and the Regional Director of NatWest.

WTC/14/14 COUNTY AND DISTRICT COUNCILLOR UPDATES

- (i) Report from County Councillor I Hudspeth
The Council received and noted the May report from County Cllr I Hudspeth. The April meeting of the full council had been in the Cherwell District Council facilities in Bodicote House and webcast. In response to a query about possible “buy-ins” from TCs/PCs Cllr I Hudspeth noted that County Hall was a listed building, that the use of a portable system was not possible and that you need proper installations for good sound and vision.
It was suggested that OCC Highways response to the proposed new development in Shipton Road appeared to look at site specific issues rather than the cumulative effect. Cllr I Hudspeth said that “one voice” gathered all of the information together and took into account previous developments for the effect of transport whereas traffic consultants look for a purely technical answer.

Cllr I Hudspeth confirmed that the possible A44 link road was still proposed as part of the "City Deal" and was not reliant on the Northern Gateway. He clarified that the work at Frideswide Square was being done now as part of a phased approach with work on the railway bridge being done either at Christmas 2017 or Easter 2018. Cllr I Hudspeth said that when the Oxford Parkway bus service is reviewed next year he would support a review about the need for an extra 303 bus service to Water Eaton.

(ii) Report from District Councillors J Cooper and E Poskitt

The Council noted the May report from District Cllrs J Cooper & E Poskitt.

WTC/15/14 **COMMUNICATIONS:** The Mayor reported that the interviewing panel had found a candidate to replace the Administrative Assistant and would be making a job offer soon. The Mayor reported that he had recently attended a very enjoyable event with the Danish Ambassador who was representing the "Holger Danske Clubben".

WTC/16/14 **QUESTIONS:** None.

WTC/17/14 **MOTIONS PRESENTED TO COUNCIL:**

The Council received and considered the following motions submitted in accordance with WTC Standing Orders from Cllrs B Yoxall, T Wray and S Parnes.

(i) Motion from Cllr B Yoxall: Woodstock NatWest Bank:

Cllr B Yoxall proposed that WTC wishes to:

- a) express strong misgivings about the proposed closure of the Woodstock branch of NatWest bank in view of its crucial role in the community life of the town and its hinterland and seeks assurances about the future of the cashpoint
- b) call upon Barclays to affirm its determination to continue to provide a banking presence in Woodstock for the foreseeable future
- c) record its appreciation of the efforts being made by the Woodstock sub-postmistress, Mrs. Swarn Lally, and the Post Office to expand facilities at the present town centre location."

Cllr Mrs E Stokes seconded this motion and discussion followed. Cllr P Jay proposed an amendment to (b) that was seconded by Cllr S Parnes but this fell on a vote. The Deputy Mayor proposed an amendment to (a) so that the words "to express our grave concerns" replace the words "strong misgivings" and this amendment was accepted by the proposer and seconder.

RESOLVED (unanimous)

that WTC wishes to:

- a) express our grave concerns about the proposed closure of the Woodstock branch of NatWest bank in view of its crucial role in the community life of the town and its hinterland and seeks assurances about the future of the cashpoint
- b) call upon Barclays to affirm its determination to continue to provide a banking presence in Woodstock for the foreseeable future
- c) record its appreciation of the efforts being made by the Woodstock sub-postmistress, Mrs Swarn Lally, and the Post Office to expand facilities at the present town centre location.

(ii) Motion from Cllr B Yoxall: Woodstock Hardware Shop:

The following motion was proposed by Cllr B Yoxall, seconded by Cllr L Maybury and WTC

RESOLVED (unanimous) that WTC wishes to congratulate Mr and Mrs Chanthirakumar on their initiative in making possible the reopening of the Shoe Repair shop in Woodstock under Mr Graham Broughall's continued excellent management and, from 5th May, the reopening of a hardware shop which they will run themselves, both being much valued facilities by the community at large. The Town Council wishes them and Mr Graham Broughall every success.

(iii) Motion from Cllr T Wray: Neighbourhood Plan:

Cllr T Wray explained that the reasons for this proposal were as follows;

- a. The neighbourhood plan if brought into legal force by the lead authority will be used to 'determine' and 'guide planning decisions'
- b. There is potential to apply for up to £7,000 through communityrights.org
- c. The Town Council have to date not led on providing a collective report for a development plan across the whole of Woodstock and this would be an opportunity to do so if funding can be achieved. Cllr T Wray recommended that the Council agree to exploratory work with a view to a full report and to Council with recommendations on next steps and plan of action if appropriate in June.

Cllr T Wray proposed, Cllr E Poskitt seconded the motion and the Council

RESOLVED (unanimous) that the council agree to some exploratory research take place to see if it would be beneficial for Woodstock Town Council to lead on a developing a neighbourhood plan for Woodstock with the community.

(iv) Motion from Cllr S Parnes: Council Papers: Cllr S Parnes proposed the following motion that was seconded by Cllr B Yoxall, that the Council:

1. Having regard to the fact that due to page limitations and other considerations Agendas cannot always include full texts of motions proposed;
2. Having regard to the fact that non-confidential papers and reports pertaining to Agenda items are legally available for public inspection before meetings but Town Hall opening hours for public access are limited due to operational constraints; and
3. Having regard for the value of transparency and public awareness,

RESOLVES:

- (a) Henceforth Agendas should normally include a Schedule of "Papers Circulated" which will list papers and reports circulated to Members, and
- (b) Agendas and accompanying non-confidential papers circulated will be placed in a folder at the public library to enable public inspection prior to Council and Committee meetings.

Discussion followed. A vote was then taken and the motion fell (3 votes for, 6 votes against and 1 abstention)

WTC/18/14 **STREET TRADING POLICY** (B/F from April Meeting)

The Council received and considered the pre-consultation exercise from WODC (previously circulated) and a motion from Cllr S Parnes (previously circulated) which was not seconded and so fell.

WTC/19/14 **WAKE UP TO WOODSTOCK MEMBERSHIP RENEWAL** (B/F from April 2014)

The Mayor proposed that WTC join "Wake up to Woodstock" and pay the basic subscription of £7.50 per month. Cllr L Maybury seconded this motion and discussion followed during which Cllrs were reminded that WTC already has a memorandum of understanding with WUTW dating back to 2008. Some Cllrs considered that it was important to preserve the Town Council as the elected body of the Town but to collaborate fully. A Cllr called for a named vote the result of which was as followed:

For: Cllrs L Maybury, E Poskitt, M Robertson and J Cooper (4)

Against: Cllrs T Wray, S Parnes, P Jay and Mrs E Stokes (4)

Abstentions: Cllrs B Yoxall and Mrs E Jay

The Mayor used his casting vote to vote against the motion in order to preserve the status quo and the motion therefore fell.

WTC/20/14 PLANNING

(i) Planning Applications The Mayor and Cllr E Poskitt declared general interests as District Cllrs involved in Planning. The following planning applications were received and considered:

(a) Ref: 14/0503/P/FP: 12 Market Place, Woodstock. Erection of new front wall and roof to existing outbuilding.

RESOLVED that Woodstock Town Council wishes to make no comment about this planning application.

(b) Ref: 14/0536/P/FP: 15A Vanbrugh Close, Woodstock. Erection of Single Storey front Extension.

RESOLVED that Woodstock Town Council wishes to make no comment about this planning application but would like to make the observation that the application is confusing because the details supplied for the elevations appear to be wrongly labelled. This means that the plans are in conflict with the elevations.

ACTION: *The Administrative Assistant will send the planning responses to WODC.*

(ii) Youth Club Planning Application

Cllrs received and considered a paper about the planning fees for the Woodstock Youth Club.

RESOLVED (unanimous) that WTC will submit the planning application for the Youth Club as it is a Community Building for the benefit of residents and as such can get a 50% discount on the planning fees.

(iii) Concerns Arising Subsequent to 6th May WODC Sub-Committee Deliberations on Planning Applications for Field between Marlborough School and Budds Close and Union Street Garage

An oral report from Cllr S Parnes was received and noted.

WTC/21/14 REPORT OF THE RESPONSIBLE FINANCIAL OFFICER – MAY 2014

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

(i) List of payments

RESOLVED

That the Council resolve to approve the list of payments totalling £31,598.10 made in the month of April 2014.

(ii) Bank Reconciliation Statements

The Council received, considered and noted the bank reconciliation statements for April 2014.

(iii) Summary and Detailed Income & Expenditure Statements

The Council received, considered and noted the summary and detailed income & expenditure statements for April 2014.

(v) Annual Statement of Accounts Report, Annual Statement of Accounts for 2012/13, Copy of Annual Return, Internal Auditor Report and Slippage Report

The council received and considered a report from the Finance Officer and a response to the point raised by the Internal Auditor from the Town Clerk/RFO.

RESOLVED (unanimous) that WTC:

- a. Approves the annual statement of accounts for the year ended 31 March, 2014;
- b. Approves the annual return for the year ended 31 March, 2014;
- c. Receives and notes the internal auditor's report for the year ended 31 March 2014 and;
- d. Receives and notes the slippage report for the year ended 31 March 2014

Cllr P Jay explained the slippage report and proposed that three items be carried forward in the budget. The Council

RESOLVED (unanimous) that the following three items be carried forward:

- (i) Woodstock in Bloom £945
- (ii) 2 Park Street £2.610
- (iii) Water Meadows Development Plan £5,090

The comments contained in the internal auditors report and a paper from the Town Clerk/RFO were considered and it was

RESOLVED that

1. That the idea of an order book is discussed in more detail with the internal auditor when she next visits WTC. In the meantime the Town Clerk will speak to other local Clerks to confirm whether any use an order book and if so obtain further details of the format etc.
2. That the Clerk/RFO and Finance Assistant produce a procurement procedure to supplement WTC's Financial Regulations for review by the Mayor's Committee prior to it coming to full Council.
3. When a contract is due for renewal the lead Cllr and Town Clerk formally review the work of the current contractor and note this on the project file as part of the renewal process.

WTC/22/14 FOOTPATHS AND OPEN SPACES WORKING GROUP

The Council received and considered the minutes of the meetings of the Open Spaces and Footpaths Working Group held on 30th April 2014. It was agreed that a questionnaire about the footpaths in Old Woodstock would be inserted in the next WTC newsletter. It was also agreed that the Mayor should, with a member of the Working Group, liaise with relevant Old Woodstock land owners before circulation of the questionnaire.

WTC/23/14 ENVIRONMENT COMMITTEE

The Council received and considered the minutes from the Environment Committee that took place on 22nd April 2014. The council made decisions about the following items:

- (i) Water Meadows

RESOLVED that

1. John Hicks, a qualified RoSPA Inspector is employed to undertake a RoSPA report this year, and from then on every two years, at a cost of £160
2. WTC will undertake biennial surveys in the intervening years based on the RoSPA Inspectors survey
3. An annual safety survey is included in the Water Meadows Development Plan.

- (ii) Cemeteries

RESOLVED that WTC reaffirm the policy for benches and confirms the cemetery policy decisions contained in the report by the Town Clerk (which is an appendix to the Environment Committee Minutes of 22nd April 2014).

(iii) Woodstock In Bloom

Cllr B Yoxall declared a prejudicial interest and left the meeting whilst this matter was discussed.

RESOLVED that the area of land is consistently maintained and, subject to further research to confirm the status and ownership of the steps through the Land Registry, WTC allocates a budget of up to £350 per annum in order to do so.

Cllr B Yoxall then re-joined the meeting.

WTC/24/14 **CLEANING OF THE WAR MEMORIAL**

The Council received and considered an oral report from Cllr B Yoxall. This matter was delegated to the Mayor's Committee for further consideration when it meets on 27th May 2014. Cllrs B Yoxall and T Wray will work with the Administrative Officer to obtain quotes for consideration at that meeting

WTC/25/14 **DISABLED BAY AT COCKPIT CLOSE**

The Council received and considered an invitation from OCC to comment on proposed new disabled bay in Cockpit Close.

RESOLVED that WTC agrees to the OCC proposal for the new disabled bay in Cockpit Close.

WTC/26/14 **UPDATE ON TRANSPORT AND TOURISM MATTERS**

The Council received and considered an oral report from Cllr B Yoxall. Cllr Yoxall noted that in Woodstock nine establishments including two that offer overnight accommodation had agreed to give a 10% discount to those guests who came to Oxford by train and then used the bus links to Woodstock.

WTC/27/14 **LONDON OXFORD AIRPORT**

The Council received and considered an oral update from Cllr S Parnes. It was noted that the weekly flights to Jersey should have commenced and that the airport had started legal proceedings about an RAF station that is offering private sector flights. Cllr S Parnes agreed to provide the Clerk with a copy of all papers from the meetings for the Council's records.

WTC/28/14 **EXCLUSION OF THE PUBLIC AND PRESS:** The Mayor proposed, Cllr E Poskitt seconded and the Council.

RESOLVED (unanimous) that because the nature of the business to be transacted was sensitive the public and press be temporarily excluded from the meeting (Public Bodies (Admission to Meetings) Act 1960 s.1).

WTC/29/14 **PROPERTY REPORT**

Cllrs received and noted the report from the Council Member for Property and wished her a speedy recovery following her recent accident. The following matters were discussed and decisions taken by the Council:

a) 6 Park Street

The current tenant wishes to give up her lease. The Mayor proposed, the Deputy Mayor seconded the motion and the Council

RESOLVED (6 votes for, 1 against and 1 abstention) that WTC approves the recommendation from Carter Jonas and accepts the “Love Wine” offer.

b) ‘Capability Brown’ Picture

RESOLVED that Cllrs P Jay and Mrs E Jay will assist the Town Clerk in progressing the sale of the ‘Capability Brown’ picture. It was noted that a 300th Anniversary was coming up.

c) Damaged Picture

A picture recently fell off the wall in the Mayor’s Parlour due to woodworm in the frame.

RESOLVED that WTC employs an expert to check all pictures in the Mayor’s Parlour for H&S reasons to confirm that the fixings are in good repair and that no woodworm is present ASAP and that in future no picture is hung above a door.

d) Community Centre Car Parking

It was noted that someone recently had their car locked in the Football Club car park when visiting the Community Centre. It was agreed that a poster will be produced and put up on the notice board in the foyer of the Community Centre to advise users that if they use the Football Club car park their cars may get locked in.

ACTIONS:

1. *WTC staff to produce poster*
2. *Mayor to discuss this matter with the Football Club*

The meeting closed at 10.20pm

Signed Date

Woodstock Town Council
Committees, Working Groups and Others

1. Mayor's Committee - Chaired by The Town Mayor

(responsible for general administration, personnel, finance, property, strategy, winter weather and any planning applications that are considered when the committee meets)

Cllrs J Cooper (Mayor) – Chairman of the Committee , M Robertson (Deputy Mayor) and the following additional Cllrs:

Cllrs V Edwards, E Poskitt, P Jay, T Wray, B Yoxall, S Parnes (6)

Specific Cllr responsibilities:

Finance: Cllr Jay

Council Member for Property: Cllr V Edwards

Winter Weather: Cllr B Yoxall

Communications Working Group: Cllr M Robertson, T Wray and E Poskitt.

2. Environment Committee – Chaired by Cllr Carritt

(Cemeteries, OWL Nature Reserve, Water Meadows, Play Areas, Bloom, Grass Cutting, Trees, street furniture, allotments, highways and public transport and any planning applications that are considered when the committee meets):

Cllrs Carritt, Mrs E Jay, Mrs E Stokes, Ms L Maybury the Mayor and the Deputy Mayor (6).

Specific Cllr responsibilities:

Allotments: Cllr J Cooper

Highways: Cllr C Carritt, B Yoxall

Play Areas: Cllr M Robertson.

Public Transport: Cllr B Yoxall

Water Meadows: Cllr Mrs E Jay

Christmas Lights Working Party: The Mayor and Cllrs C Carritt, T Wray and B Yoxall.

Open Spaces and Footpaths Working Group: Cllrs E Poskitt, J Cooper & M Robertson.

Police Station Working Group: The Mayor, Deputy Mayor and Cllrs C Carritt and B Yoxall.

Woodstock Town Council
Membership on Outside Bodies

Outside Bodies

A44A: Cllrs E Jay and E Poskitt
Carnival Committee: Cllr M Robertson
Friends of Woodstock Library Group: The Mayor and Cllrs P Jay and B Yoxall
Neighbourhood Action Group: Cllr J Cooper
OALC: The Mayor
ORCC: Cllr E Poskitt
Oxford Airport Consultative Committee: Cllr S Parnes
Public Transport: Cllrs B Yoxall and Mrs E Stokes
Sir Robert Cocks Education Charity: Cllr E Poskitt
Traffic Advisory Committee: Cllrs C Carritt and B Yoxall
Woodstock Wall Hangings Trust: Cllrs B Yoxall and J Cooper
Woodstock Relief In Need Charity: Cllrs Mrs E Stokes and B Yoxall
WTC Appointments to the Woodstock Exhibition Foundation Charity: Cllr E Poskitt until 14.05.17 Cllr T Wray until 13.05.18 Mr Frank Collingwood until 13.05.18 Mrs Linda Glees until November 2015 Cllr Mrs E Stokes was co-opted by the other charity trustees and her current term of office finishes in May 2018
Woodstock Youth Club: Cllrs J Cooper, Mrs E Stokes and L Maybury
West Oxfordshire Community Safety Partnership: Cllr P Jay

Other

CLA Game Fair 2014 Council Representative: Cllr B Yoxall
--

Town Clerk

Updated 30th May 2014