

**MINUTES OF THE MEETING OF  
THE WOODSTOCK TOWN COUNCIL  
ON TUESDAY 13<sup>th</sup> FEBRUARY 2018  
At 7.30pm  
IN THE TOWN HALL, WOODSTOCK.**

**PRESENT:**

Cllr. Mrs T Redpath (Mayor)  
Cllr. F Collingwood  
Cllr. P Jay  
Cllr. S Parnes  
Cllr P Redpath

Cllr. A Grant (Deputy Mayor)  
Cllr. J Cooper  
Cllr. U Parkinson  
Cllr E Poskitt

**ALSO IN ATTENDANCE:** Seven members of the public which included Mr B Yoxall attending on behalf of the Woodstock & Bladon News to write a monthly report for the publication.

**WTC210/17 APOLOGIES FOR ABSENCE:** Cllrs S Rasch and Cllr I Hudspeth

**WTC211/17 DISCLOSURE OF INTEREST:**

Cllr J Cooper	<b>Item 7 Communications</b> General interest as he is a personal friend of a member of Exeter College Committee
Cllr J Cooper	<b>Item 10 Planning</b> General interest as he is a member of WODC
Cllr J Cooper	<b>Item 18 Environment</b> General interest as he is Treasurer of Sustainable Woodstock
Cllr U Parkinson	<b>Item 17 Property</b> Personal interest as she is a Chair of the Tennis Club.
Cllr E Poskitt	<b>Item 10 Planning</b> General interest because she is a member of WODC Uplands Planning Sub-Committee
Cllr E Poskitt	<b>Item 20 Issues Raised By Resident Regarding 3 Westland Way</b> General interest as she is a member WODC Uplands Planning Sub-Committee
Cllr E Poskitt	<b>Item 21 Suspension Of Parking Bays In Rectory Lane</b> Personal interest as she is a member WODC Council.

**WTC212/17 PUBLIC PARTICIPATION SESSION**

Mr Mathew Parkinson addressed the Council regarding the forthcoming election on Thursday 15<sup>th</sup> February, 2018. He proposed that the Council could agree in principle to co-opt the second place candidate from this as this is a democratic and faster way of doing things. He advised that he had been handed a petition signed by 10 residents as required to request another election for the next vacancy that had been made available due to another resignation. There would then be no need for him to hand in the petition.

The Mayor said that although this seemed like a sensible and sound idea, but there may be another petition that could be submitted calling for an election. The Council does vote on co-option but has no control over who may put themselves forward to fill a vacancy. Cllr S Parnes confirmed that as a vacancy has to be advertised it would be wrong for the Council to exclude potential future applicants

who have expressed an interest by resolving to consider for co-option the second place candidate from this election. Cllr E Poskitt also stated that voters are actually voting for one candidate and the outcome of any future vote may not be the same.

The Mayor thanked Mr Parkinson for his time

Mr James Dillon-Godfray, Head of Business Development at London Oxford Airport wished to address the Council with an update on the future plans of the airport. The Mayor proposed to move agenda Item 22 'Reported and Circulated Misconceptions Regarding London Oxford Airport' forward as it related to the same subject.

Mr Dillon-Godfray circulated a copy of his presentation which provided an overview of development planned during the next five years, the aviation activity and the airspace change proposal for the airport. He stated that contrary to the recent speculation in the local media there are no intentions to extend the runway. They would like however an all-weather approach system including lights on the southern approach. He did explain that although pilot training has decline by 45% in a year they have had the opportunity to build another pilot training academy which they would like to pursue, which would be subject to the usual planning consents. He also confirmed that the primary foreseeable development intent is to increase the footprint predominantly on the south-eastern built-up area of the airport but continue to table longer term opportunities with Cherwell District Council on other corners of land on the airport, to enable additional aviation or non-aviation related property to be built.

Cllr Jay asked if the letter from the Airport Manager printed in the December edition of Woodstock and Bladon News was accurate to which Mr Dillon-Godfray confirmed he would stand-by it. Cllr P Redpath asked if the airport was outside the control of local planning. Mr Dillon-Godfray explained that the airport has permitted development rights which allows them to put up hangers and other aviation-related operational structures (with the exception of terminals). Cllr J Cooper asked what would the 'highway' traffic consequences of increasing the commercial property portfolio. Mr Dillon-Godfray advised that the impact would be minimal as there would be no more than approximately 75 extra people commuting to Langford Lane on a daily basis with the establishment of for instance a new major aircraft engineering facility. Cllr T Redpath enquired as to whether the Technology Park will still be working alongside the airport in relation to their development plans. Mr Dillon-Godfray confirmed that both parties were in direct dialogue and that the airport are in support of the application being made by the Technology Park to build a hotel opposite their site. Cllr S Parnes referred to the company based at the airport that had secured the MOD PUMA helicopter contract and asked if there would be more of that type of activity. Mr Dillon-Godfray advised that the engineering companies on the airport site were always looking to entice new business in. Cllr S Parnes also raised a question relating to the lighting on the runways. Mr Dillon-Godfray confirmed that they hope by 2019 to have lights on the approach to the southern runway across the A44 but will have to submit a normal planning application for them. Finally Cllr S Parnes enquired about the crossway runway which Mr Dillon Godfray advised, the airport were considering closing as the expense of maintenance was high and it is only used about three days of the year.

Cllr S Parnes proposed the Motion below which was seconded by Cllr J Cooper:-

*The Town Council notes with appreciation the clarifications conveyed by London Oxford Airport in relation to misconceptions about its reported plans, and the Council acknowledges the Airport's contribution to local employment, industry, tourism and national security.*

**VOTE:** For: 8 Against: 0 Abstained: 1

**RESOLVED:** The motion was carried.

#### **WTC213/17 MINUTES OF THE MEETING OF THE TOWN COUNCIL HELD ON 9<sup>th</sup> JANUARY 2018**

The minutes were approved with the following agreed amendments:-

- WTC200/17 Paragraph six, first line remove the word 'when' and replace with the word 'if'.
- WTC201/17 Paragraph sixteen, at the end of the paragraph add the sentence 'The Mayor denied the advice had been circulated and Cllr S Parnes asked for it to be read out but it was not'.
- WTC201/17 Paragraph one, line 3 add the letter 'r' onto 'he' so the word reads 'her'.
- WTC208/17 Paragraph two, line 2 remove the word 'efficient' and replace with 'more effective'. Line four amend the word 'request' to read 'requested'.

#### **WTC214/17 REPORT FROM TOWN CLERK:**

Council agreed for the glass panel at the Old Woodstock bus shelter to be replaced and for money to come out of the bus shelter budget even though this would create an overspend.

All other items within the report were noted.

#### **WTC215/17 COUNTY AND DISTRICT COUNCILLORS UPDATE**

- (i) Cllr Hudspeth's February report was noted due to him not being in attendance to respond to any questions.
- (ii) The District Councillors' Report was received. Cllr S Parnes asked for all to be reminded that papers should be submitted in time for circulation on Wednesday and not on Sunday afternoon (48 hours prior to the scheduled meeting). Cllr J Cooper agreed and acknowledged that the delay was his fault.

#### **WTC216/17 COMMUNICATIONS:**

The Mayor reported that she had attended the opening of the St Hugh's Centre and that it promised to be a great asset to the community. The garden of Thanks Giving was opened by his Grace the Duke of Marlborough.

She also reiterated that the Council had been approached by a company called Turnberry who are working for Exeter College who are trying to submit a proposal for development of 800 homes for the 'Oxford need' on the Frieze Farm site and want to talk to The Mayor about it. They have submitted the proposal to Cherwell District Council who had not put it into their plan as a preferred site. The company has previously approached Kidlington Parish Council to talk to them but the offer was not taken up.

After a short debate the Mayor asked for a vote to be taken as to whether Councillors wished to invite the representative from Turnberry to attend the March meeting.

**VOTE:** For: 3 Against: 3 Abstaining: 3

**RESOLVED:** The Mayor used her casting vote to vote against inviting the representative from

Turnberry to the March meeting.

The Mayor advised that she has been approached by Lesley Holderness who is hoping to hold a very large table top sale in Woodstock on Saturday 12<sup>th</sup> May. She has spoken to a number of local people and Blenheim who were happy to provide the car parking. She would like to speak to the Council about this but is currently in Los Angeles.

The Mayor had also recently met with the Guides and talked about what they want to see in Woodstock. They have submitted a small plan which mainly related to the play areas and possible swimming pool in the middle of a play area.

Announcement and Personal Statement from The Mayor relating to a recent Councillor resignation.

‘There has been some internal controversy and a freedom of information request concerning a recent councillor resignation relating to the fact that on receipt of the initial proposed resignation, I asked the councillor in question to think on it, and to come back to me. I now accept that the Local Government Act, Section 84 states that the resignation shall take effect upon the receipt of the notice by the person or body to whom it is required to be delivered. ie, the chairman.

At the time that I received the e mail I did not refer specifically to the act and doubt that many chairmen would do so. I am in any case aware that chairmen of other councils have acted similarly on occasion, and in the circumstances – wondering if the person resigning really meant to do so - thought it a normal action. As it happens, the resignation was eventually confirmed.

This was purely a humanitarian action made with the best of intent.

I have been both amazed and horrified at the angst caused by this minor issue which has taken a turn way out of proportion to its importance. For that reason, I will be releasing the e mails that I have in relation to the resignation, so all can see how unimportant they really are. Hopefully this will put the matter to bed once and for all and allow the Council to concentrate on more important issues relating to the wellbeing of our community.’

Cllr P Jay thanked the Mayor for making the personal statement and proposed the following motion which was seconded by Cllr J Cooper:-

*“The council confirms its full confidence in the Mayor, supports her handling as Chairman of the Council a former councillor’s intended resignation and of Freedom of Information requests for publication of private emails and sees no useful purpose in publishing such communications.”*

Cllr S Parnes drew the Councils attention to Standing Order 4 b) that states ‘No motion may be moved at a meeting unless the subject to which it relates is on the agenda and/or the mover and seconder have given written notice of its wording to the Council’s Proper Officer at least seven clear days before the meeting’. As the motion was submitted less than seven clear days prior to the agenda he suggested that it was unfair and improper to put that motion at this time. He also stated that not everyone had obvious knowledge that the subject would be on the agenda and no one could have anticipated it would be raised under communications unless the motion was pre-prepared. He also picked up on the reference made in the statement to how unimportant the emails are and stated that

when the information is withheld then you cannot blame people for thinking or taking anyone's word as to how important it is. He also suggested that if the Freedom of Information Act was breached then the Information Commissioners Office would not take into account the motion.

The Mayor responded that she did not particularly want this going on as it is reflective on herself. She mentioned that for an item Cllr S Parnes states was not on the agenda he has talked about it at length and she also confirmed that Cllr P Jay had circulated the motion he had intended to propose, by email on the Friday (9<sup>th</sup> February) prior to the meeting.

Cllr S Parnes was not happy about how the motion had been tabled and moved within the meeting.

The Mayor advised that the motion had been proposed and seconded, to which Cllr S Parnes drew attention to the fact that the Clerk had refused to add the motion onto the agenda as it had been received after the deadline. A vote was called and Cllr S Parnes requested a named vote.

<b>VOTE:</b>	For:	6	Cllrs F Collingwood, J Cooper, P Jay, A Grant, E Poskitt, U Parkinson, P Redpath
	Against:	1	Cllr S Parnes
	Abstaining:	1	Cllr T Redpath

**RESOLVED:** The motion was carried.

The Mayor then reminded everyone that Cllr E Stokes had resigned since the January meeting, acknowledging that she had been a Councillor for some time and would be sorely missed both by WTC and around the town for the work she has done within the community.

Cllr S Parnes commented that Cllr E Stokes letter of resignation had been properly and timely dealt with and he felt his time would be better used reporting to the Information Commissioners' Office. Cllr S Parnes became upset and left the meeting at 8.25pm. Cllr P Jay then drew attention to Standing Order 10 a & b

- a) No person shall obstruct the transaction of business at a meeting or behave offensively or improperly. If, in the opinion of the Chair, this standing order is ignored, the Chair shall request such person(s) to moderate or improve their conduct.
- b) If the person(s) disregard the request of the Chair to moderate or improve their conduct, any councillor or the Chair of the meeting may move that the person be no longer heard or excluded from the meeting. The motion, if seconded, shall be put to the vote without discussion.

The Mayor acknowledged that Cllr S Parnes had re-entered the room and sat in the public area.

#### **WTC217/17 QUESTIONS**

There were no questions.

#### **WTC218/17 MOTIONS PRESENTED TO THE COUNCIL:**

Cllr F Collingwood proposed the Motion below which was seconded by Cllr T Redpath:-

*That WTC sets up a working party to consider contingency plans in the event that significant numbers of new houses are built in Woodstock in the next 13 years which will report back to*

*the full Council at its April meeting.'*

Cllr P Redpath advised that he was appalled by what is happening in planning both locally and nationally and could not support the proposal. Cllr E Poskitt confirmed that she is in favour of doing something to draw residents on the outskirts into the community. The Mayor would prefer to wait until we have the Inspector's comments and we will then know exactly where the new developments will be and form the working party then. Cllr P Jay wants the working party to ensure that they do not give the impression that it acquiesced in proposed developments. Cllr J Cooper wanted to put on record that he doesn't think that the organisational changes at the District Council have been any part of this debate.

What saddens him is that the Scrutiny Committee hasn't worked. He feels that the timescale to complete the task is challenging. How does this community cope with that development? This is a question he has asked at District Council but had not received an answer to.

Cllr Collingwood said the working group could put together bullet points of the objectives rather than a full plan ready for the April meeting.

**VOTE:** For: 5 Against: 2 Abstaining: 1

**RESOLVED:** The motion was carried and Council agreed that Cllrs F Collingwood, U Parkinson, J Cooper, E Poskitt and the Mayor would form the working party

#### **WTC219/17 ISSUES RAISED BY RESIDENT REGARDING 3 WESTLAND WAY**

Mrs Barbara Strongitharm drew Council's attention to the letters that she had sent to West Oxfordshire District Council Planning Office but to date had not received a satisfactory response to yet.

The following motion was proposed by Cllr P Jay which was seconded by Cllr J Cooper:-

*"That Woodstock Town Council draws the attention of the District Council to the letter dated 6 February 2018 addressed to the Head of Planning from Mrs Barbara Strongitharm, and strongly supports the points made in it and urges the District Council to give **URGENT** attention to the matter therein"*

**RESOLVED:** The Council voted unanimously in favour and the motion was carried.

#### **WTC220/17 LOCAL BUSINESS RATES – DISCRETIONARY RATE RELIEF**

Mr John Hodges had written to the Council to request their support for Mary & Martin Newsagent's application for discretionary rate relief.

The Mayor put forward the proposal below which was seconded by Cllr A Grant.

*'That WTC support the application being made by Mary & Martin Newsagent for Discretionary Rate Relief, and in doing so confirmed that the Town Council policy will be to encourage small essential businesses in the town and looks kindly on any other small retailer in Woodstock applying for rate relief.'*

**VOTE:** For: 7 Abstaining: 1

**ACTION:** The Clerk would confirm in writing to Mr Hodges that WTC support the application being made by Mary & Martin Newsagents and any other local businesses who may also be eligible to apply for rate relief.

## **WTC221/17 PLANNING**

Council considered the following applications:

- Ref: APPLICATION NO: 17/04099/HHD 38 Shipton Road, Woodstock  
Erection of single, first floor and two storey extensions together with loft conversion to enlarge existing dwelling  
**RESOLVED:** WTC object to this application as it will be overbearing on the surrounding properties and dominate their view. It will also be an overdevelopment of the site as a bungalow has already been built to the rear of the property. Access for construction and builders vehicles is unsuitable as the driveway is shared with the bungalow at the back and also due to Shipton Road being heavily congested with traffic accessing both Woodstock Primary and Marlborough Schools.
  
- Ref: APPLICATION NO: 17/04097/LBC Coach House, Woodstock House, Rectory Lane, Woodstock  
Restoration of Gardeners' office / bothy building
  
- Ref: APPLICATION NO: 17/04096/HHD Coach House, Woodstock House, Rectory Lane, Woodstock  
Garaging within residential curtilage / coach house and restoration of Gardeners' office / bothy building
  
- Ref: APPLICATION NO: 17/04159/FUL Woodstock House, Rectory Lane, Woodstock  
Walled Garden Repairs and Landscape Works with Garden Pavilion and Pool
  
- Ref: APPLICATION NO: 17/04160/LBC Woodstock House, Rectory Lane, Woodstock  
Walled Garden Repairs and Landscape Works with Garden Pavilion and Pool
  
- Ref: APPLICATION NO: 17/04136/FUL Woodstock House, Rectory Lane, Woodstock  
Renovations and extension to former care home to form dwelling. Extension to garden study building.
  
- Ref: APPLICATION NO: 17/04137/LBC Woodstock House, Rectory Lane, Woodstock  
Internal and external alterations and extensions to former care home.  
**RESOLVED:** Although WTC have no objection to the applications they wish to express their concerns surrounding the disruption to the parking bays in Rectory Lane whilst the restoration of Woodstock House is being completed.
  
- Ref: APPLICATION NO: 18/00128/HHD 9 Oxford Road Woodstock  
Removal of an existing timber clad shed and erection of an English Heritage oak framed double garage.  
**RESOLVED:** WTC have no objection to the applications. Parking suspension
  
- Ref: APPLICATION NO: 18/00185/LBC Manor Farm Barn, Manor Road, Woodstock  
Construction of new dwelling incorporating existing outbuilding with associated works and landscaping

Ref: APPLICATION NO: 18/00184/FUL Manor Farm Barn, Manor Road, Woodstock  
Construction of new dwelling incorporating existing outbuilding with associated works and landscaping

**RESOLVED:** WTC have no objection to the application

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- Ref: APPLICATION NO: 8/00296/HHD 24 Shipton Road, Woodstock  
Removal of single storey rear conservatory. Erection of two storey and single storey extension to rear.

**RESOLVED:** WTC have no objection to the application

### **WTC222/17 REVISED CHERWELL LOCAL PLAN**

The Mayor confirmed that notification had been received that Cherwell District Council would be meeting on Monday 26<sup>th</sup> February to discuss the final recommendations on the Local Plan Part 2 - Oxfords Unmet Need. She recommended that WTC forward our commissioned Transport and Heritage Reports along with the ICOMOS letter which they may not have previously viewed.

A short debate followed during which Cllr Collingwood suggested that WTC approach Simon Holland, Councillor for Shipton and ask him to speak on behalf of Woodstock. A discussion was held as to whether an Extraordinary Meeting should be held on Tuesday 20<sup>th</sup> February to consider the papers released by Cherwell District Council.

**RESOLVED:** The Clerk will forward copies of the Heritage Report, Transport Report and ICOMOS letter to Cherwell District Council in advance of the meeting. The Mayor will contact Cllr Simon Holland to ask if he would speak on behalf of Woodstock at the meeting. The Clerk will prepare the notice and Agenda for the Extraordinary Meeting scheduled for Tuesday 20<sup>th</sup> February

### **WTC223/17 TOWN MEETING AGENDA FOR CONFIRMATION**

The recommended draft agenda was agreed. As parking is of great concern to the local community The Mayor is keen for a member of West Oxfordshire District Council to attend the meeting and address the town and understand the residents' feelings. She felt it would be helpful to update residents on discussions with Blenheim as to how the police station site maybe used to alleviate some of the parking issues. Representatives from Nationwide have also been invited to attend and obtain views from residents on the possibility of 'pop up' banking advice.

Written reports will be made available and questions taken.

**ACTION:** The Clerk will send a follow up email to all invited speakers to ascertain whether they are able to attend.

### **WTC224/17 EXPRESSWAY OXFORD TO CAMBRIDGE ROUTE**

Unfortunately Cllr Hudspeth was not present and therefore unable to speak on this issue. Whichever route is agreed there will be communities that are greatly affected. Cllr P Jay expressed his view that this was an extraordinary proposal and he informed Council that he will be covering it in the March edition of the Woodstock and Bladon News. He stated that it is a monstrosity and proposed that the Council should raise awareness locally and express their opposition to any such scheme which was seconded by Cllr E Poskitt. Cllr P Redpath felt that it shouldn't be too hard to galvanize support against this.

The Mayor proposed that the Councils position on the issue is recorded and to request that Cllr Hudspeth represents Woodstock Town Councils position and also invite him to talk about it at the March meeting. Cllr P Jay also proposed that WTC write to all other councils affected by the route and Cllr J Cooper suggested copying our MP into the communication.

**RESOLVED:** The Clerk will contact the other Council's affected to advise that WTC strongly oppose the proposed Expressway and to request their support.

#### **WTC225/17 REPORT OF THE RESPONSIBLE FINANCIAL OFFICER – NOVEMBER 2017:**

The list of payments for January was received. Cllr Grant queried the £200 donation for the Church Clock coming from the Street Furniture budget and asked whether the money could be donated from an unused grant. Cllr Collingwood advised that it was not possible. It was agreed that the money would come out of the Church Clock budget even though it would create an overspend. Cllr F Collingwood mentioned reviewing the IT support provision as a matter of urgency. He also enquired on the progress of the Christmas Lights. The Clerk advised that the trees need to be cut back before the test lights can be installed and a quote prepared the Christmas Lights.

**RESOLVED:** The payments totalling £23,253.65 made in the month of January 2018 were approved and the bank reconciliation statements for that month were noted and approved.

**RESOLVED:** The summary and detailed income and expenditure for December 2017 and January 2018 were considered and noted. Cllr A Grant asked the it be noted that there is only £288 in the Election budget which will leave an overspend as there could be two elections held before May

**RESOLVED:** The Internal controls were considered satisfactory.

**RESOLVED:** The review of the Internal Controls were approved but it was suggested to programme in an early review on the system for the next financial year in case any changes need to be made.

#### **WTC226/17 ALLOCATION OF OUTSTANDING S106 CONTRIBUTION AND LECACY FUNDS**

Cllr Poskitt advised that both the Blenheim Legacy and the Pauline Richardson Legacy were both specifically allocated for use at the Community Centre and suggested that the money could be used towards smartening up the back of it. Council agreed to earmark the funds to spend on the area at the rear of the Community Centre in the future

The outstanding S106 contribution money was discussed and Cllr P Redpath suggested that it could be used to replace the fencing which has rotted at the Budds Close play area subject to a proper report.

**VOTE:** For: 7 Against: 1

**RESOLVED:** The Clerk would check and confirm that the S106 could be used for the purpose of replacing the fencing.

#### **WTC227/17 2017/18 RISK ASSESSMENT**

The Clerk reported one minor amendment to the Risk Assessment relating to the hatch which is used to access the flag pole. She also confirmed that the Risk Assessment will be reviewed again in June so the process ties in with the new financial year.

Cllr P Redpath wanted it noted that he is not happy with work completed by the company who are currently contracted to inspect the Play Areas and Water Meadows. The Mayor advised that the performance of the company under their contractual obligations would need to be formally reviewed at the beginning of the financial year.

**RESOLVED:** Council agreed that the Risk Assessment is noted.

#### **WTC228/17 ENVIRONMENT**

Cllr E Poskitt proposed to sign the lease for the extension of the Community Woodland which was seconded by Cllr J Cooper. Cllr P Redpath seriously objected as he felt that the Council would be taking on a liability and could end up bearing the costs of maintaining it. Cllr J Cooper confirmed that Woodstock Town Council would also receive any income from the Woodland. Cllr P Jay said that it would be an asset to the Council. Cllr A Grant raised the question of the Woodland being included within the Council's public liability insurance. The Mayor confirmed that the Council had already signed the lease for the original Community Woodland and had already committed to act as surety.

Cllr P Redpath requested a named vote.

**VOTE:**

For:	5 (Cllrs J Cooper, F Collingwood, P Jay, U Parkinson, E Poskitt)
Against:	2 (Cllrs P Redpath, A Grant)
Abstaining:	1 (Cllr T Redpath)

**RESOLVED:** The motion was carried and The Clerk will arrange for the documents to be signed

#### **WTC229/17 SUSPENSION OF PARKING BAYS IN RECTORY LANE**

The Mayor referred to the correspondence from Linda and Anthony Glee and it seemed to her that the matter had not been properly open to consultation and in her view WTC would have little sympathy with the way in which it had happened. The Glee advised that WODC makes money in fees from the suspension of parking bays and asked WTC to contact WODC and request that some or all of the money be redirected back into the town. Cllr J Cooper advised that he did not think that WODC had a legal obligation to carry out a consultation.

The Mayor proposed that The Clerk write to WODC stating WTC support the request and due to the disruption caused in the town ask for some or all of the money to be directed back into the town.

**VOTE:** For: 8

**RESOLVED:** The motion was carried.

**ACTION:** The Clerk would send email to the appropriate person at WODC requesting reimbursement of the money they have received from the parking suspension.

#### **EXCLUSION OF THE PUBLIC AND PRESS**

*It was then proposed by Cllr E Poskitt and seconded by Cllr T Redpath that in view of the nature of the business to be transacted the public and press be temporarily excluded from the meeting (Public Bodies (Admission to Meetings) Act 1960 s.1).*

All Councillors voted in favour of going into confidential session.

### **WTC230/17 PROPERTY MATTERS**

Cllr Grant reported that there was still a problem with the Community Centre floor in spite of changing the cleaning fluid recommended by Carterton Parish Council as this had solved a similar problem they had experienced when their hall was used by the same Ballroom Dancing Group.

The Council agreed that the Ballroom Dancing session should be suspended pending professional advice.

**ACTION:** The Clerk to write to the tutor of the Ballroom Dancing Group and advise her of the Councils decision.

Council considered the two options suggested by Freeth in relation to the lease for 6 Park Street.

Cllr J Cooper proposed that Council pursue Option 2 which was seconded by Cllr T Redpath.

**VOTE:** For: 8

**RESOLVED:** The motion was carried.

**ACTION:** The Clerk would write to Freeth and confirm to the decision to pursue Option 2.

Council were asked to consider on how to progress the issues with the lease for 2 Market Street. The tenant had a deadline of 15<sup>th</sup> February to respond to a letter sent from Freeth. Cllr E Poskitt proposed that Council gave a clear steer and Cllr A Grant CMfP and The Clerk be delegated to move this matter forward with the Property Agent and Freeth Solicitors.

**VOTE:** For: 7 Against: 1

**RESOLVED:** Cllr A Grant & The Clerk to progress the matter accordingly.

The ongoing query of the rent split between residential and commercial for 4 Market Street was discussed. Council agreed for the Property Agent to be instructed to allocate the rent proportions as per the previous lease and backdated to the starting date of the renewal of the current lease.

**ACTION:** The Clerk will inform Carter Jonas of the Councils decision on this matter.

The Clerk reported that an email had been received from the Secretary of the Woodstock Bowls & Tennis Club advising that the removal of the Corsican Pine tree had not happened as some members of the public opposed to its removal and would not move from in front of it. The Woodstock Bowls & Tennis Club were asking the Town Council to intervene and take responsibility for dealing with the tree.

**ACTION:** The Clerk would write to Woodstock Bowls & Tennis Club and confirm the clubs liability within the terms of their lease if they do not take the necessary action in relation to the tree.

The meeting closed at 22.30hrs