

**MINUTES OF THE MEETING OF
THE WOODSTOCK TOWN COUNCIL
ON TUESDAY 13th NOVEMBER 2018
IN THE TOWN HALL, WOODSTOCK**

PRESENT:

Cllr. P Jay (Mayor)
Cllr. F Collingwood
Cllr U Parkinson
Cllr S Rasch
Cllr T Redpath

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

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

WTC144/18 APOLOGIES FOR ABSENCE:

Cllrs D Davies, P Redpath and Cllr I Hudspeth.

Cllr S Parnes did not attend the meeting and no apologies were received from him.

WTC145/18 DISCLOSURES OF INTEREST:

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|----------------|---|
| Cllr J Cooper | Item 10 Blenheim Talks: Personal interest as he is a trustee of Oxfordshire First Community Trust. |
| Cllr J Cooper | Item 13 Planning: Personal interest as he is a member of WODC Uplands Planning Sub-Committee. |
| Cllr A Grant | Item 18 Property: Personal interest as Breckon & Breckon are the Estate Agents selling her house. |
| Cllr P Jay | Item 5 Town Clerks Report (Advert for Mayors Carols): Prejudicial interest as he is the Editor of the Woodstock & Bladon News. |
| Cllr E Poskitt | Item 13 Planning (a, b, c, d, f & g): Personal interest as she is a member of WODC Uplands Planning Sub-Committee. |
| Cllr E Poskitt | Item 13 Planning (e): Prejudicial interest because of where she lives – 11 Hedge End. |

WTC146/18 PUBLIC PARTICIPATION SESSION:

Jo Lamb addressed Council on behalf of the Heart of Woodstock (HOW) group. HOW are requesting that Council sanction the proposal from Cllr Hudspeth that the hourly bays in Market Street plus the 18 or so 1 hour bays in High Street, from the Chef Imperial to the Buttery, revert to being treated as unenforceable. She also advised that Cllr Hudspeth had generously offered to cover any consequential financial cost. Jo also felt that by supporting the proposal Woodstock will be gaining more factual knowledge which can only benefit the parking and traffic review.

Bob McGurrin addressed Council on behalf of the Woodstock Action Group (WAG) who along with many other communities are a member of a local coalition the Cherwell Development Watch Alliance (CDWA). The CDWA are trying to protect the countryside and Green Belt North of Oxford from incursive development. He raised the concern that the Inspector at the Examination In Public on 28th September had sided with the Cherwell District Plan and confirmed that the CDWA were now seeking legal aid and advice in order to present its case at the final Examination In Public to be held in the New Year. As this will be quite costly he urged Woodstock Town Council in the interests of Woodstock Town act by making a sizable donation to the Cherwell Legal Fund.

WTC147/18 MINUTES OF THE MEETING OF THE TOWN COUNCIL HELD ON 9th OCTOBER 2018 AND THE EXTRAORDINARY MEETING OF THE TOWN COUNCIL HELD ON TUESDAY 23RD OCTOBER:

The minutes of the meeting held on 9th October were approved with the following agreed amendments:-

WTC131/18 paragraph 4, line 1 change removed the words 'July and August' and replace with September.

After a debate on their content the minutes of the extraordinary meeting held on 23rd October were approved without amendment.

WTC148/18 REPORT FROM THE TOWN CLERK:

The Clerk advised that two of the items within her report had financial implications and in hindsight should have been included as individual agenda items. She will ensure that her report will in future only contain items to be noted and not those that require decisions.

Complaint From Resident

Council agreed for the Clerk to use the wording contained within her report (shown below in bold) to respond to a complaint received from the partner of the organiser of the 'Original Woodstock Christmas Market' relating to WTC's previous response to the organiser's request to advertise her event.

I would like to enquire as to why the "Protocol isn't publicly available on the WTC website among policies?

The council is not obliged to put its policies on the website. However the council policies are public documents and can be viewed by making an appointment with the Office.

I would also like to request a full copy of the protocol to be emailed to myself.

I have attached a copy of the protocol as requested.

I would also like to draw you attention to the fact of the cooperation of WTC on the WUTW town map which lists approximately 24 town business's in the centre of Woodstock a mere fraction of high street business I site this as an example of council collaboration on a commercially biased publication

Woodstock Town Council agreed some years ago that WUTW could have a link from to their website from the WTC website but WTC does not formally publicise their events and has no control over what information is displayed on their website. The Woodstock Christmas Market event being held at The Holt Hotel is not in Woodstock (even though it is called Woodstock Christmas Market). Therefore, even if we did advertise individual events this one would not qualify and we would indirectly be advertising The Holt which is a commercial business.

Lastly the lack of acknowledgement or holding response of the initial letter.

I have checked and can advise you that Woodstock Town Council do not have an official policy stating the time scale for replying to incoming communications. Upon responding to your email I did apologise for the delay in responding to the original email from the event organiser. You are welcome to leave some flyers advertising your event on the table in the Foyer of the Town Hall.

Request From Wake Up To Woodstock To Purchase Strings Of Unused Christmas Lights

The Clerk advised that a request had been received from the organiser of the Woodstock Festive Fayre as part of Wake Up To Woodstock (WUTW) to purchase some strings of the Christmas Lights that are now surplus to WTC's requirements. She confirmed that a local electrical company Darke and Taylor had agreed to check the lights were safe to sell onto WUTW. As WUTW is a non-profit making organisation the Clerk proposed that a nominal donation would be made by WUTW either towards the Mayor's chosen charity or the 2019 Christmas Lights budget.

After a brief debate Council approved the request for Wake to Woodstock to purchase some of the strings of lights and for the Clerk to agree the amount of the nominal donation that they would make as payment.

Mayor's Carols - Father Christmas & Advert In Woodstock & Bladon News

The Mayor confirmed he had heard from Father Christmas that he would be visiting the Mayor's Carols on Saturday 8th December 2018.

The Deputy Mayor then took the chair for the discussion and decision on whether Council should agree to an advertisement for the Mayors Carols being placed in the Woodstock and Bladon News as the Mayor had declared a pecuniary interest due to being the Editor of the publication.

There was a brief discussion during which the point of WTC being charged for the advertisement was raised. Cllr U Parkinson suggested that WTC obtain as large an advertisement as possible for as little payment as possible. Cllr F Collingwood proposed that rather than have an advert in the publication WTC submit an article promoting the Mayor's Carols as articles in News are free.

Council agreed to pay for an advert on the proviso of getting as large an advertisement as possible for as little payment as possible. It was also agreed that an article promoting the event would be submitted for inclusion in the publication.

WTC149/18 COUNTY AND DISTRICT COUNCILLORS' UPDATE:

The monthly Parish report from Cllr I Hudspeth was received and noted due to him not being able to attend the meeting.

Council agreed to the proposal from The Mayor to bring agenda Item 19 forward.

WTC150/18 BURFORD WEIGHT LIMIT:

As Cllr P Redpath had been unable to attend the meeting Cllr T Redpath gave a brief outline of his report before proposing the following motion, seconded by Cllr A Grant, on his behalf :-

- *WTC deplores the fact that because of offered private funding, Oxon CC can*

add public resources for the selfish benefit of one community to the possible detriment of many others, and asks if this sets a precedent for any community to find private funding to impact on the public highway system?

- *WTC asks about the form and timing of a public consultation event. Woodstock and A44A were invited to attend a public consultation forum set to be held on 1st February but deferred. No subsequent invitation to such an event was received.*
- *The previous WTC objections remain, and these are extended to a so called experimental weight limit for Burford realising that once habits are changed it is difficult - if not impossible - to reverse them, so a temporary limit after a period of 18 months will become a new permanent.*
- *Woodstock Town Council deplores the officer recommendation to the Oxon CC cabinet member for Environment and the lack of attention and reference made to the researched objections of those communities living on and affected by the heavy vehicles using the A44.*
- *There is no evidence of the requested origin and destination survey which would give an indication of the alternative routes that would be used by heavy vehicles displaced from Burford. Nor is there evidence of sufficient air quality monitoring in towns and villages both in Oxon and Glos that could be affected by the displacement and where the canyon effect in terms of retaining pollution is obvious,*

Cllr E Poskitt stated that WTC should make the point that one round of surveys in various places before the change is inadequate. She said that days vary considerably and suggested that there should be a minimum of two more before the change is made.

The Mayor asked if the suggestion made by Cllr E Poskitt was being proposed as an amendment to the motion. She said that the motion does not say anything specifically about the number of surveys and she and she felt it should say WTC feel that one survey before the change is inadequate. Cllr T Redpath confirmed she would be happy to accept that as long as it does not reflect that WTC are happy for it to go ahead if they do two surveys.

Cllr J Cooper said that he had applied to speak to the County Council Sub-committee of the Cabinet on Thursday 29th November and will be trying to persuade Cllr Constance not to approve this experimental order as to do this in isolation would be highly regrettable.

Cllr F Collingwood proposed that the motion should be sent by way of a letter to the Cabinet of Oxfordshire County Council, Cllr T Redpath replied that she had assumed that if the motion was passed that is what would happen.

Cllr E Poskitt proposed that the third bullet point of the motion be amended as follows:-

- *The previous WTC objections remain, and these are extended to a so called experimental weight limit for Burford realising that once habits are changed it is difficult - if not impossible - to reverse them, so a temporary limit after a period of 18 months will become a new permanent. We do not believe that one survey before the change can possibly be definitive of what would be indicative of the general situation.*

CLlr T Redpath agreed with the amendment and a vote was taken:-

VOTE: For: 9 Against: 0 Abstaining: 0

RESOLVED: The motion was carried.

WTC151/18 COUNTY AND DISTRICT COUNCILLORS' UPDATE:

The District Councillors' report was received and Cllr Collingwood asked Cllr Cooper who was the new leader of the Liberal Democrats. Cllr Cooper replied that they had not yet had a group meeting to resolve this matter.

WTC152/18 COMMUNICATIONS:

The Mayor spoke of the Library building being condemned and that the County Council had made temporary arrangements for the Library to operate by using facilities within the Museum. He felt that at present no one had the foggiest idea whether the Library would be rebuilt on the present site but he felt it would not. The Mayor expressed that the future of the Library and where it is located is a very important subject for the community and assured those attending the meeting that WTC would make representations at the County at the appropriate time. He said that it may also become part of the discussions that Council is having with the developer (Blenheim) about developments and changes in that part of the world.

The Mayor referred to the events of the previous weekend and said he felt that the Civic Reception, held in the Community Centre which he hosted was a considered a success. He thanked Mr Brian Yoxall and the Deputy Mayor for all their hard work in organising the event. The Mayor also extended his thanks to the Deputy Mayors Consort Mr J Grant for all his help in the background during the setting up and during the Remembrance Sunday Reception. He also paid tribute to other members of Council staff including the Caretaker Mrs J Hibbard and the Deputy Caretaker. Mr I Watkins for the role they played in ensuring the events were a success.

Cllr E Poskitt added that the Deputy Mayor should also be thanked for her contribution towards the drinks for the Remembrance Sunday Reception. The Mayor thanked Cllr E Poskitt for reminding him of that.

Cllr J Cooper also paid tribute to Mr J Jay, for helping The Mayor achieve his role on the day with dignity.

Cllr F Collingwood also added that thanks be extended to the Administrative Assistant, Mrs C Inker for the administrative work she put into the preparation and coordination of both events which resulted in them running so smoothly.

WTC153/18 QUESTIONS

The following question has been submitted by Cllr S Parnes:-

1. Why did the Mayor not disclose an interest during the 11th September WTC meeting in which three of the four Councillors who did not support the Council's June Resolution (WTC44/18) for "Allocation of Council email addresses, immediately, to all Council Members ... "subsequently without rescission supported a somewhat contradictory Council Resolution (WTC100/18) in September for separation of Councillor email services from the Council's existing email and IT provider in a scheme offering no support and thereby rendering Councillors with an inferior and potentially less secure and reliable

service than that provided to Town Hall staff despite most of the email traffic and content being identical? The Mayor seconded the September motion to provide unsupported email service to Councillors and for the job to be awarded to an associate and working colleague of the Mayor from a non-Council, media production/publishing sector enterprise without either declaring an interest, recusing himself from chairing the discussion or refraining from voting - why?

The Mayor responded: Because I was aware of no interest to declare. I left the matter of making recommendations on this matter entirely to Cllr F Collingwood, taking care to bring to his attention a local practitioner of whom I had exceptionally good experience, since he works as an unpaid volunteer for a newspaper I edit. He has also done paid private work for me on IT problems. I seconded Cllr F Collingwood's motion because I thought it was sensible.

2. Many councils do better than Woodstock Town Council in transparency and accessibility by enabling official Minutes to remain on display on public noticeboards until newer Minutes are approved, but in Woodstock Minutes have come to remain on noticeboards for limited time and more often than not are not on display on all noticeboards. Is the Mayor willing to act towards (a) ensuring Minutes remain on display until replaced, when absolutely necessary using smaller pages; and (b) ensuring Town Council Noticeboards contain a link to the Minutes page of the Council website for reference.

The Mayor responded: I have asked the clerk to see what she can do.

3. Will the Mayor reflect, retract and apologise for his 30th October email depiction circulated to Councillors when in relation to recent developments in the Cherwell Local Plan process he stated: "This is the sort of thing that, however wrongly, turns ordinary people in their despair at the share [SIC] unreason of the thing into terrorists."? Can the Mayor understand the deep offence caused by circulating such comment, particularly at a time between the 27th October Pittsburgh massacre and the WWI Centenary remembrances, and does he agree that terrorists are puppets of violent extremists and not the product of controversial local plan policies or HM Government?

The Mayor responded: I apologise for the spelling mistake. I am sorry if any councillor is offended; but I see no connection between the appalling events in Pittsburgh and my responsibilities in Woodstock.

WTC154/18 MOTIONS PRESENTED TO THE COUNCIL:

No motions were presented to Council.

WTC155/18 BLENHEIM TALKS:

The Mayor referred to his report which had been written before himself and Cllrs T Redpath and F Collingwood had met with Blenheim on Friday 9th November. He stated that in his opinion the talks started promisingly but he acknowledged that it would take until this time next year if successful to reach any kind of conclusion. The Councils main priorities were put on the table as listed in the report and shown below:-

- Affordability of housing
- New Doctors' surgery
- The provision of schools

- The provision of Woodstock Under Fives Association (WUFA) on its present site or equivalent
- Other infrastructure - including roads and sewerage
- Green spaces, especially the protection of the recreation ground
- Added parking facilities in the centre of town

Blenheim’s suggestion of a facilitator jointly appointed by them and the representatives from the Council was also discussed as was the proposed programme for the forthcoming Town Meeting.

The Mayor recommended that Council

- 1) *takes note of the Team’s report;*
- 2) *agrees that Cllr M Parkinson should be added to the team;*
- 3) *that Council to take three separate votes on the proposition that the Community Plan, Wake up to Woodstock (WUTW) and Heart of Woodstock (HOW) groups should be invited to attend future consultation meetings.*

The Deputy Mayor asked whether a representative from the Doctors Surgery should be involved.

Cllr F Collingwood agreed that Council should continue to talk to Blenheim but said that he has reservations as the motives of developers are sometimes opaque.

Cllr T Redpath commented that she had some qualms about the facilitator being paid for by Blenheim as this could give the perception that ‘he who pays the piper calls the tune’. She went on to confirm that the Mayor is very keen that there is joint ownership of this service. Cllr T Redpath personally felt that it would be wrong to include individual groups that have been singled out to be party to the talks. She suggested that a focus group meeting should be held to which all organisations in Woodstock plus certain members of the general public should be invited so they can give their input which could be carried forward by the facilitator to the consultation and used by the Community Plan group to follow on behind and use when devising a questionnaire. She did feel that the Community Plan group should have some representation in meeting with the facilitator.

Council agreed unanimously in favour of taking note of the Team’s report. Apart from Cllr M Parkinson who abstained from voting, Council were all in favour that Cllr M Parkinson should join the team.

Council then voted separately on the proposition that the Community Plan, Wake up to Woodstock (WUTW) and Heart of Woodstock (HOW) groups should be invited to attend future consultation meetings.

Community Plan Group

VOTE: For: 4 Against: 4 Abstaining: 1

The Mayor used his casting vote to retain the status quo and he voted against the Community Plan Group being included in the meetings.

RESOLVED: The Community Plan Group would not be included in the meetings
Wake up to Woodstock (WUTW)

VOTE: For: 3 Against: 6 Abstaining: 0

RESOLVED: Wake Up To Woodstock would not be included in the meetings.

Heart of Woodstock (HOW)

VOTE: For: 2 Against: 7 Abstaining: 0

RESOLVED: Heart of Woodstock (HOW) would not be included in the meetings.

After hearing Cllr T Redpath's comments relating to the Focus Group and Facilitator Cllr A Grant said it was not necessary to vote on the representative from the Doctor's Survey as all businesses, groups and residents will be included in the consultation.

WTC156/18 CHERWELL LOCAL PLAN UPDATE:

Cllr T Redpath presented her report and proposed that Council approve the recommendations made within it. She confirmed that she had spoken to Graham Keevill and he had agreed that it would better to wait and see how the inspector is framing his questions before updating his heritage report.

Cllr T Redpath went on to advise that the local Campaign to Protect Rural England (CPRE) are seeking a legal opinion which they are concentrating on the Green Belt challenge because they do not believe that the exceptional circumstances have been demonstrated to allow them to go into the Green Belt. She also mentioned that Oxford City Council had issued its Local Plan for consultation and Woodstock Town Council will need to comment on it at their next meeting. Her view was not just to fight against development on the Green Belt between Woodstock and Oxford but to concentrate on opposing the number of dwellings proposed and reducing this figure.

Cllr T Redpath finished by referring to the request made earlier by Dr B McGurrian for WTC to make a donation towards the CDWA legal investigations. She confirmed that there was £2,000 in WTC's accounts that could be used for this kind of event and formally asked:-

- 1) *WTC is therefore asked whether it wishes to contribute towards legal investigations into the process;*
- 2) *Does WTC also wish to commission its own planning consultant (other than Graham Keevill) to represent the Woodstock case on other more Woodstock based issues?*

A brief discussion followed during which Cllr J Cooper asked for it to be recorded that the Green Belt also comes out into the other four District Councils in the County (Cherwell, Vale, South & West) and stated he would continue through the Growth Board Scrutiny Committee to challenge the assumptions in the Oxford City Local Plan.

Cllr E Poskitt thought that having someone from the community to speak strongly and from the heart can get the message over better. She expressed concern that Woodstock is the only bit that is not in the Green Belt.

A vote was taken on the following recommendations from Cllr T Redpath's report:-

- 1) There is an outstanding resolution to ask Graham Keevill to update his heritage report and to attend the hearing on our behalf. This is to ensure that the elements particular to Woodstock i.e. the impact on the World Heritage Site are properly presented;

RESOLVED: Council voted unanimously in favour of Graham Keevil updating his report and attending the hearing on WTC's behalf once it is known how the inspector is framing his questions.

- 2) Does WTC also wish to commission its own planning consultant (other than Graham Keevill) to represent the Woodstock case on other more Woodstock based issues?

RESOLVED: Council agreed not to commission its own planning consultant as it was felt that it's money would be better spent contributing to the action being taken by CDWA.

- 3) Woodstock has shared issues with the other affected communities in regard to the traffic and air quality impacts, as well as sharing their view that the so-called unmet need figures are spurious. WTC is therefore asked whether it wishes to contribute towards legal investigations into the process;

In view of the request made by Dr McGurrin in the public participation session and Cllr T Redpath's earlier proposal, the above motion was amended by Cllr T Redpath as shown below which was seconded by Cllr E Poskitt:-

Woodstock Town Council would contribute up to £2,000 towards CDWA's legal advice.

A vote was then taken:

VOTE: For: 8 Against: 1 Abstaining: 0

RESOLVED: The motion was carried.

WTC157/18 WOODSTOCK PARKING REVIEW:

Cllr J Cooper read out the following email he had submitted to the Clerk late in the evening of Sunday 11th November in relation to the Woodstock Parking Review:-

My sincere apologies for the report on parking which was promised at the last meeting.

As members will see at the bottom of minute 8 of the Traffic Advisory Committee dated 10th October that West Oxfordshire advised changing regulation at this juncture would cause confusion with the survey that they will be undertaking in next month or so I understand. So I am not making any recommendations because to give the District Council grounds to say that Town Council had been the reason for delay is not what I believe is in the best interests of the community.

One small internal Town Council matter I do think we can review is greater daytime use of the Bowls and Tennis car park which I believe can not only be used for Town Council staff who work in the Town Hall but also for the Community Centre offices

where we have several offices leased out. This would potentially release two spaces in the Hensington Road Car Park and reduce congestion in New Road. It would need a new lease maybe with the Bowls and Tennis club but we need to try every little gambit we can.

The Mayor clarified that the above would be the reply to HOW in response to their representations to which Cllr J Cooper confirmed it was. The proposal was seconded by Cllr E Poskitt.

A vote was taken.

VOTE: For: 6 Against: 1 Abstaining: 2

RESOLVED: The motion was carried.

WTC158/18 PLANNING

Council considered the following applications:

- a) Ref: APPLICATION NO: 18/02843/LBC Bartholomew House, 9 Market Street, Woodstock
Internal and external alterations including replacement of porch roof.

RESOLVED: WTC have no objection to this application.

- b) Ref: APPLICATION NO: 18/02763/S73 20 Cadogan Park, Woodstock
Variation of condition 2 of planning permission 18/01320/HHD to allow the use of chopped natural stone (in place of Ashlar stone) to both front and rear elevations, and the first floor windows and roof lights to South elevation to be omitted.

RESOLVED: WTC object to the application on the basis the existing materials and finish are buff brickwork and the proposed materials and finish will be Cotswold ashlar, natural stone and self-coloured render which it is felt is not appropriate. WTC raised concern as to whether the plans received were the latest copies.

- c) Ref: APPLICATION NO: 18/01320/HHD 20 Cadogan Park, Woodstock
Demolition of existing garage, porch and single storey rear extension. Construction of single and two storey extensions to both front and rear of elevations to include Juliette balcony to rear bedroom. Widening of existing access.

RESOLVED: WTC object to the application on the basis the existing materials and finish are buff brickwork and the proposed materials and finish will be Cotswold ashlar, natural stone and self-coloured render which it is felt is not appropriate. WTC raised concern as to whether the plans received were the latest copies.

- d) Ref: APPLICATION NO: 18/02484/S73 Land East Of Woodstock, Oxford Road, Woodstock
Variation of Conditions 4 (approved plans), 19 (LEMP), 22 (tree protection) and 23 (landscaping), as well as minor changes to 28 (Design Code) of planning permission 16/01364/OUT to allow amended plans to Outline planning application (all matters reserved except for means of access in respect of new junction arrangements) comprising up to a maximum of 300 residential dwellings, up to 1100sqm of A1/A2/B1/D1 floor space; associated infrastructure, engineering and ancillary works; provision of public open space;

formation of vehicular accesses; and Full Planning Application for the development of phase 1 comprising 46 residential dwellings (46 of the 300 described above) with associated infrastructure and engineering works.

RESOLVED: Woodstock Town Council again opposes the new layout on the grounds of safety, traffic flow, aesthetic and cost so puts forward alternative proposals.

1. It is proposed that there will be one traffic light on each side of the road. When a bus is stationary at the proposed northbound bus stop, it will block the view of southbound traffic of the traffic light on the right hand side of the road. If they miss the left hand light they may collide with pedestrians correctly on the crossing.
2. Passengers alighting from buses stationary at the bus stop will cross the road behind the bus with restricted visibility of traffic coming from the north.
3. Both the northbound and southbound bus stops are on the main carriageway with no provision for a layby to allow other traffic to pass on the busy A44. Whilst the Council accepts that most passengers will be alighting from northbound buses so causing a minimal delay to other traffic, it is anticipated that most passengers at the southbound stop will be boarding the bus. In the peak morning rush hour passengers will be paying for tickets or having them checked so each bus may be stationary for 90-120 seconds blocking following traffic. There are six buses to Oxford an hour and two to Witney. Using the lower 90 second delay this means the road will be blocked for 12 minutes each hour.
4. Historic England and the body responsible for the World Heritage site did not object to the initial development proposals for the site provided that the rural approach to Blenheim Palace was maintained. The Council believes that the introduction of traffic lights urbanizes the approach to the World Heritage Site.
5. The maintenance of traffic lights will be an ongoing cost for Oxfordshire County Council's already stretched finances.

Woodstock Town Council agreed the following alternative proposals to mitigate these problems:

- A pedestrian refuge should be put in the middle of the road replacing the traffic lights. The refuge will be cheaper to build and maintain and pedestrians will be able to negotiate traffic from one direction at a time when crossing the road.
- The money saved from the erection of traffic lights can be used to create a layby for the southbound bus stop thereby easing traffic flow.
- A footpath running from the development up the north-east side of the A44 to link with Hensington Gate.
- Consideration for a controlled pedestrian crossing at Hensington Gate.

Woodstock Town Council also wishes to register that they oppose the intended removal of 50% of the original car parking spaces.

Woodstock Sewerage System

Woodstock Town Council are aware and raises concern of the immediate problems with the town sewage system that have been unresolved over many years, despite the continuous complaints, particularly apparent by the ever reoccurring stench from the Brook Hill plant and the constant tankering of fowl waste.

This alone is unacceptable but the potential huge amount of development to be foisted on Woodstock gives great cause of concern to address the unquestionable need for the upgrade of Woodstock's sewage system to accommodate not only the present demand but also to eliminate the overload of the existing system that cannot cope now let alone any additional pressure from many more households.

- e) Ref: APPLICATION NO: 18/02574/RES Land East Of Woodstock Oxford Road Woodstock
Reserved Matters application for landscaping, appearance, scale, access and layout for the construction of 254 dwellings together with 884sqm (GIA) of class uses A1, A2, B1 and D1 floorspace and associated infrastructure, engineering and ancillary works including provision of public open space and formation of accesses.

RESOLVED: Woodstock Town Council again agreed with the following valid points that were submitted by a resident as shown below:-

The papers include many references to landscaping and incorporating green areas into the street scene. The one area where there is no attempt whatsoever to landscape is the only area where the development is up against existing buildings: Hedge End (where I live), Flemings Road and Plane Tree Way. This adds insult to injury.

My back garden extends about 11 metres to the development site. My neighbours on both sides will be significantly closer to the development (I am not sure that the plans include the extensions that have taken place at number 13). The back gardens in Hedge End diminish in depth as the houses get closer to Flemings Way. The garages – or I think that is what they are – of the houses planned over our garden hedges are relatively close to our land – more or less as close as any houses overlooking elsewhere on the plans.

The back gardens in Hedge End face south. Light, particularly in winter, seems threatened by the new dwellings. Whilst, I have been told that the impact of the development can be mitigated by landscaping, extensive 'landscaping' is not what a south facing garden, the enjoyment of which includes its sunny aspect even in in winter, needs.

We are going to have great difficulty making Woodstock East a part of the community of Woodstock. It is essentially an excrescence attached to Woodstock and with the main link via a very busy main road. Whilst there are some footpaths into the Hensington Estate they do not provide very direct ways into Woodstock and it is difficult to know how much they will appeal as ways into town. There is a green area for play etc. next to the School playing fields. A green area between the houses of Hedge End etc. might encourage both sides (Hensington Estate and Woodstock East dwellers) to exercise their dogs and allow children to play and encourage social interaction between the two estates. It could also provide homes for the hedgehogs, frogs, partridges, pheasants, barn owls, muntjaks and stoat (?weasel) which make occasional visits to Hedge End gardens, as well as encouraging bird life and butterflies.

Looking at the plans there are a number of dwellings (Plots 10, 22, 24/25, 31/32, /45/46) where nose-to-tail parking outside a house is necessary to create two car spaces. Planning for

this sort of parking for three-bedroom houses where two car households seem likely, is not good. Cars are likely to have reverse out into the road and idle around whilst the other car is reversed out if it needs to go out first. This will be at a time when the neighbours may be carrying out the same manoeuvres and when there will other cars being driven to work on these shared areas.

Do we really need three storey commercial buildings in the middle of the estate?

(Not a planning matter). Although the papers endlessly comment on the 'unattractive' approach to Woodstock created by the Hensington Estate, I find this inappropriate and slightly offensive. Hensington Estate was the result of the style of its time and, in the course of time, the Woodstock East estate may come to be seen as an unattractive edge to the town. 'Unobtrusive' would be a better description of the view of the Hensington estate as you can barely see the development across the fields unless you are on the top of a double decker bus (when of course no matter of screening is likely to hide the fact for future tourists that they are entering Woodstock suburbia as they approach The World Heritage Site).

- f) Ref: APPLICATION NO: 18/02911/FUL 18 High Street, Woodstock
Conversion of maisonette to form two flats and installation of velux. (Retrospective).

RESOLVED: WTC object to the application on the basis that there are no parking facilities allocated for residents which would exacerbate the parking problem in the centre of Woodstock even more.

- g) Ref: APPLICATION NO: 18/02912/LBC 18 High Street, Woodstock
Conversion of maisonette to form two flats and installation of velux.

RESOLVED: WTC object to the application on the basis that there are no parking facilities allocated for residents which would exacerbate the parking problem in the centre of Woodstock even more.

- h) Ref: APPLICATION NO: W/18/01101/PRMV Brothertons Brasserie, 1 High Street, Woodstock
Application for variation of premises licence.

RESOLVED: WTC have no objection to this application.

WTC159/18 REPORT OF THE RESPONSIBLE FINANCIAL OFFICER – OCTOBER 2018

Cllr F Collingwood confirmed that the period of the payments to Breckon & Breckon which was queried at the October meeting was for the period of one month.

Cllr F Collingwood proposed, seconded by Cllr J Cooper that the payments for October be approved and that the Bank Reconciliation and Income and Expenditure Statements be noted as satisfactory.

RESOLVED: The payments totalling £20,565.45 in the month of October were approved.

RESOLVED: The Bank Reconciliation Statements for October were noted as satisfactory.

RESOLVED: The summary and detailed Income & Expenditure Statements for October were noted as satisfactory with the points made by Cllr F Collingwood below:-

Page 8 Corporate Property

Budget code 1100 - the rent on the property is paid quarterly and the tenant had paid the June quarter rent but had to date not paid the September quarter.

Budget code 1115 - the rent on the property was paid up until July after which time the property became vacant which means the shortfall of income is permanent

Page 7 Community Centre

Budget code 1050 - there was a mistake in the time of the receipt of the rents and the tenants only owe rent for October.

The completion of the External Audit was also noted as being satisfactory, Cllr F Collingwood reported that there was only a slight change to the election expenses.

WTC160/18 TRAFFIC ADVISORY COMMITTEE:

The minutes of the Traffic Advisory Committee meeting held on Wednesday 10th October were noted.

Shared Footway/Cycleway between Bladon and Long Hanborough Station

The Mayor proposed that the Council write to Mr Owen Jenkins, Director for Infrastructure Operations at Oxfordshire County Council using the wording contained within his report which was seconded by Cllr J Cooper.

After a brief discussion a vote was taken.

VOTE: For: 9 Against: 0 Abstaining: 0

RESOLVED: The motion was carried.

Parking

The experimental TRO suggested by Cllr I Hudpeth to convert the 1 hour bays on High Street from the restaurant to the Buttery and also the 1 hour bays on Market Street outside the Woodstock Arms into 3 hour bays was discussed.

Cllr M Parkinson said that although he thought in principle the experimental TRO was a good idea he did not think it would be right to implement it at the present time as it may distort any figures the WODC obtain when conducting the parking review.

Cllr F Collingwood wanted to make it absolutely clear to HOW that this Town Council has influence (we hope) but it has no decision making powers whatsoever over the parking regulations or enforcement.

Council voted against supporting the use of the above experimental TRO.

WTC161/18 WINTER WEATHER PREPAREDNESS:

Cllr D Davies had confirmed by email and expressed that he would like to continue as Councillor responsible for winter weather preparedness with the assistance from Cllr M Parkinson.

Council agreed to fully support the proposal.

EXCLUSION OF THE PUBLIC AND PRESS

It was then proposed by Cllr F Collingwood and seconded by Cllr J Cooper 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).

WTC162/18 COUNCILLOR EMAIL ADDRESSES:

Cllr F Collingwood questioned whether it was in order to take the motion proposed by Cllr A Grant on the grounds that the matter had already been covered within the last 6 months (under Standing Order 11). Cllr F Collingwood stated that his reasons for objecting were that the matter was discussed in June and again in September and he felt that no new information had been put forward, but if it had it would still be irrelevant under Standing Order 11 unless 10 signatures had been obtained.

Cllr A Grant responded to say that discussing the matter in September after a resolution had been passed in June had also not been in order in her view.

Comments were made by both Cllr T Redpath and Cllr M Parkinson relating to whether the provision of email addresses by a one man organisation that was approved at the September meeting were secure. Cllr A Grant queried the fact that the specification for the package offered by the one man organisation was not the same as the one offered by the other companies.

The Mayor stated that a ruling was needed but as he had a pecuniary interest he would hand over the chair, he would normally pass over the Chair to the Deputy Mayor but as it was her motion she could not take the Chair. He asked that with the approval of Council the Chair be passed to Cllr J Cooper who had not been involved in the matter.

Council took a vote and it was agreed that Cllr J Cooper chair this agenda item and make a ruling. Cllr J Cooper read out Standing Order 11a for clarification. He then went on to rule that as Council has received a report with new information from Cllr A Grant the motion proposed below and seconded by Cllr T Redpath can be discussed:-

In view of the differing specification showing £3.89 with no support and £7.95 with support, and taking in to account the necessity for Councillors to each have a specific council email address as opposed to using their personal one with reference to Data Protection legislation. WTC agree to the allocation of email address using company 3 giving time to review other options with the same specification.

Cllr A Grant stated her position on the matter. In response Cllr F Collingwood questioned the annual cost to Council.

The reason the quote from the current IT supplier was done on a different basis was that they would not offer Council opportunity to use the cheaper option of the group email that was within the software Council has already got.

Cllr M Parkinson said that as Council are not tied down to an ongoing contract and in view of the GDPR legislation Council should ensure they are compliant in having secure and supported email addresses, using the supplier recommended within the motion whilst exploring more cost effective alternatives.

A vote was taken.

VOTE: For: 6 Against: 2 Abstaining: 1

RESOLVED: The motion was carried.

WTC163/18 PROPERTY MATTERS:

The following recommendations from the monthly property report were agreed by Council

- After seeking valuation and receiving confirmation that the books had no saleable value, WTC agreed to dispose of the old books to a charity shop such as the Save the Children book shop in Woodstock as they will at least get money for sending these books to be pulped.
- That an agreement should be drawn up for the tenant of the cobbled area to sign and the annual rent of £700 will remain the same.

Action Point: Cllr F Collingwood agreed to obtain advice (free of charge) on the Council's legal position, as the tenant has been paying rent on an annual basis without having a legally binding lease. Cllr A Grant agreed to find out how much Breckon & Breckon would charge Council to draw up a lease for the rental of the cobbled area.

- WTC proceed with the one year lease of 4 Park Street, subject to references to a family who are looking to buy a property in the area.
- Council to go ahead with re-letting 6 Park Street as soon as the floor has been repaired and heating has been installed in the property.

Action Point: Cllr F Collingwood asked that the tenant's lease is checked to ascertain their liability for repairs to the floor and if the tenant is liable then the cost is added to their arrears. The Clerk will approach Breckon & Breckon to obtain quotes for both repairing the floor and installing heating.

The meeting closed at 21.29hrs