

**MINUTES OF THE ANNUAL MEETING OF
THE WOODSTOCK TOWN COUNCIL
ON TUESDAY 14th MAY 2019
AT 7.30pm
IN THE TOWN HALL, WOODSTOCK.**

PRESENT:

Cllr P Jay (Mayor)
Cllr J Bleakley
Cllr M Parkinson
Cllr E Poskitt
Cllr P Redpath

Cllr A Grant (Deputy Mayor)
Cllr J Cooper
Cllr U Parkinson
Cllr S Rasch
Cllr T Redpath

ALSO IN ATTENDANCE: CClr Ian Hudspeth and some 10 members of the public.

APOLOGIES FOR ABSENCE: Cllr D Davies.

WTC1/19 ELECTION OF TOWN MAYOR AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE:

The retiring Mayor proposed Cllr A Grant for the position Mayor 2019/20, seconded by Cllr S Rasch. There being no other nominations Cllr A Grant was duly elected as Mayor and signed the declaration of acceptance. She then took the chair at this point of the meeting.

WTC2/19 ELECTION OF DEPUTY MAYOR:

Cllr E Poskitt, nominated Cllr M Parkinson for the position of Deputy Mayor 2019/20, seconded by Cllr U Parkinson. There being no other nominations Cllr M Parkinson was duly elected as Deputy Mayor and signed the declaration of acceptance.

WTC3/19 ELECTION OF COUNCILLORS FOR SPECIFIC ROLES:

The following Councillors were nominated and elected for the specific roles as shown below:-

Cllr P Jay	-	Council Member for Finance
Cllr A Grant	-	Council Member for Property
Cllr P Redpath	-	Liaison Councillor for Environment (supported by Cllr J Bleakley)
Cllr J Bleakley	-	Council Member for Winter (supported by Cllr M Parkinson)

Councillors were appointed to the internal working groups and panel as shown in Appendix 1 to these minutes.

WTC4/19 APPOINTMENT OF MEMBERS TO SERVE ON OUTSIDE BODIES:

Councillors agreed to serve on the outside bodies as shown in Appendix 1 to these minutes.

WTC5/19 TO RECEIVE DISCLOSURES OF INTEREST:

No disclosures of interest were received relating to items on this agenda.

WTC6/19 APPOINTMENT OF PROFESSIONAL BODIES:

The Mayor proposed to appoint the following professional bodies:

- Council's Solicitors – Freeth with the proviso of each legal case being judged on merit and WTC having the option of consulting and using other solicitors for appropriate services as and when required.
- Property Agent – Breckon & Breckon
- Banks - Unity Bank & The Public Sector Deposit Fund managed by CCLA
- Insurers – Zurich

Council approved for the insurance policy renewal invoice (no: 37126482) to be paid. There had been an increase of £175.07 from the 2018 renewal price.

- Employment and H&R Advisors – OALC

Council voted unanimously in favour of the above.

It was agreed to defer the appointment of the Internal Auditor until after the audit report has been received and quotes have been sought to ensure WTC are getting best value.

Council also agreed to defer the appointment of the Wychwood Project until after the Clerk has met with their Chief Executive Neil Clennell, and Conservation Officer James Aylward, to discuss the Water Meadows Contract and the current Management Plan. The Clerk will also talk with Blenheim Estates regarding their shared interested in the Water Meadows and any assistance they may be able to provide with maintenance and ongoing management.

WTC7/19 STANDING ORDERS AND FINANCIAL REGULATIONS:

Council agreed that Cllr E Poskitt would as a priority review and update the current Standing Orders with assistance from Cllr P Jay.

The proposed amendments to the Financial Regulations relating to splitting the Responsible Financial Officer and Town Clerk roles and Council credit card were approved by unanimous vote.

WTC8/19 CALENDAR OF MEETINGS:

The dates of meetings and events for the coming year were agreed with one change. Council agreed that the Annual Council Meeting and May Town Council Meeting would be held on the third Tuesday of the month as shown in Appendix 2 to these minutes.

The meeting closed at 20.01hrs