

**MINUTES OF THE MEETING OF
THE WOODSTOCK TOWN COUNCIL
ON TUESDAY 9th JULY 2019
IN THE TOWN HALL, WOODSTOCK**

PRESENT:

Cllr A Grant (Mayor)
Cllr J Bleakley
Cllr D Davies
Cllr U Parkinson
Cllr E Poskitt
Cllr T Redpath

Cllr M Parkinson (Deputy Mayor)
Cllr J Cooper
Cllr P Jay
Cllr S Parnes
Cllr P Redpath

ALSO IN ATTENDANCE: Some six members of the public.

WTC58/19 APOLOGIES FOR ABSENCE:

Cllr S Rasch and Cllr I Hudspeth

WTC59/19 DISCLOSURES OF INTEREST:

Cllr J Cooper	Item 10 Planning: Personal interest as he is a member of WODC Uplands Planning Sub-Committee.
Cllr E Poskitt	Item 10 Planning: Personal interest as she is a member of WODC.
Cllr P Jay	Item 18 New Website: Personal interest as one of tenderers is a colleague of his as a volunteer on WOBL and he put his name forward.

WTC60/19 PUBLIC PARTICIPATION SESSION:

None.

WTC61/19 MINUTES OF THE MEETING OF THE TOWN COUNCIL HELD ON TUESDAY 11th JUNE 2019:

The minutes of the meeting held on Tuesday 11th June were approved, with the following amendment:-

The date had been incorrectly recorded within the document title as Tuesday 10th June 2019 and was duly amended to read Tuesday 11th June 2019.

Cllr S Parnes requested for it to be noted that he did not participate in confirming the accuracy of the minutes as he was not present at the June meeting. At this point he asked to propose a motion on minutes as he believed that Standing Order 9 was contravened at the last meeting? The Mayor stated that Council was dealing with the accuracy of the minutes and therefore would not allow the motion to be proposed. The Mayor confirmed that the Clerk had referred Cllr S Parnes email querying whether there had actually been a breach of Standing Orders onto the Oxfordshire Association of Local Clerks (OALC) and that he could bring the matter back to the September meeting if it remained unresolved.

WTC62/19 DRAFT MINUTES OF THE TOWN MEETING HELD ON 7th May 2019:

Cllr S Parnes advised Council that as he had experienced a technical problem and the draft minutes were not yet available for circulation.

WTC63/19 REPORT FROM THE TOWN CLERK:

The Clerk provided Council with an update on the following:-

- Renewal of the wedding venue advertisement within 'Oxfordshire the place for your ceremony' publication.
- Clearance of overhanging trees, vegetation and grass along Willoughby Way footpath by team from Blenheim Estates in response to a resident's email complaint.
- Tree works completed on OWL and request for professional advice on the height of the trees (both in response to complaints received from residents).
- Tree maintenance work approved in Hensington Road Cemetery (in response to feedback received).
- Town Hall Cellar cleared of all items approved for disposal.
- Advice received (shown in italics below) from Gary Barker, Solicitor for the National Association of Local Councils (NALC) relating to the break clause within the Old Woodstock Play Area Lease and the question received from Mr Andrew Rein at the June Town Council meeting.

The result of the terms of the 2013 lease is that the landlord can give a termination notice to the Town Council at any time and the lease will end at the specified break date. At that point the Town Council will have to remove any play equipment and associated items from the land and allow the Vanbrugh Trustees to retake possession of the land. There is no basis for the Town Council to challenge the break notice if it is given in writing (letter or fax) to the Town Council.

A discussion followed during which Cllr P Jay asked if the Clerk was aware of the OWL residents' consultation group and the agreement established at the time the Council took on the ownership of the OWL and extension. The Clerk confirmed that she was aware of it and advised Council that any tree work undertaken was reactive, either in response to complaints from residents or recommendations from the Annual Tree Inspection report.

Cllr P Redpath questioned Council's obligation to spend money maintaining the Old Woodstock Play area if the land owner has the ability to terminate the play area lease and take back both areas of land without any consultation. The Mayor state that under Health and Safety regulations Council would have to maintain the play equipment whilst the play area is still in use.

WTC64/19 COUNTY AND DISTRICT COUNCILLORS' UPDATE:

The monthly Parish report from CCllr Hudspeth was received and noted without comment or question as he was not present at the meeting.

The District Councillors' report was received, without comment or questions raised.

WTC65/19 COMMUNICATIONS:

The Mayor informed Council that she had attended Gordon Hollis's memorial service on Friday 5th July which was very well attended. The family shared their memories of Gordon with the congregation raising a smile or two and creating a well-deserved and lovely farewell tribute to Gordon.

She also attended the Blenheim Start up competition on Wed 26th June. The 8 finalists chosen from the original of 39 applicants each gave a presentation of their business. The winner was a company called WILD and Fine who made fine silver jewelry with a Wildlife theme. It was lovely to see the enthusiasm of all involved and the prize was to supply Blenheim's retail outlet for 1 year.

On Friday 28th June the Mayor attended a service in the Museum Garden, where students from the Marlborough Schools WW1 Project presented 44 poppies, one for each WW1 soldier that lost their life as named on the Woodstock War Memorial. She said that it was a really lovely day and although the service was short it was memorable.

WTC66/19 QUESTIONS

None

WTC67/19 MOTIONS PRESENTED TO THE COUNCIL:

No motions were presented to Council.

WTC68/19 PLANNING:

Council considered the following applications:

Ref: APPLICATION NO: 19/01637/LBC 10 Market Street, Woodstock
Alterations and erection of replacement single storey rear extension.

Ref: APPLICATION NO: 19/01636/HHD 10 Market Street, Woodstock
Alterations and erection of replacement single storey rear extension.

RESOLVED: WTC have no objection to this application.

Ref: APPLICATION NO: 19/01835/HHD St Andrews, 48 Manor Road, Woodstock
Erection of a single storey side extension and replace window with french doors.

RESOLVED: WTC have no objection to this application.

WTC69/19 REPORT OF THE RESPONSIBLE FINANCIAL OFFICER – JUNE 2019

Council approved the payments totalling £40,753.68 made in June 2019 and also noted as satisfactory the Bank Reconciliation and Income and Expenditure Statements for that month.

Project Monitoring Spreadsheet

The monthly update of the project monitoring spreadsheet was noted and the Clerk advised that she and the Mayor had met with Mr Mark Cooper (Landscape Designer) who had agreed

to produce an outline plan of the cemetery extension which should enable the project to move forward and quotes to be sought for the groundwork.

Cllr P Jay enquired as to how confident the Clerk was in the outstanding projects being completed within the current financial year. She replied that she was reasonably confident in the projects progressing and being completed as outlined on the project monitoring spreadsheet. A brief discussion followed after which Cllr P Jay requested that any outstanding projects that may not be completed are considered and updated within the budget review.

WTC70/19 TOWN COUNCIL & BLENHEIM STEERING COMMITTEE PROGRESS REPORT

Cllr P Jay gave a brief oral update from the recent meeting, consultation events. Community First Oxfordshire were holding the next consultation event being on Saturday 20th July.

A44 safety issues

After the steering group meeting the opportunity was taken to raise with Blenheim the question agreed at the June Town Council meeting on the safety of the A44 and for mitigating action to address the real and present danger to lives on the section of the road known as the Black Prince canyon. The representatives wished to put a follow on motion to Council.

Cllr T Redpath referred to the concerns that development funding money should not be relied on to pay for improvements to this section of the A44 as the problem had existed for a long time and should be resolved regardless of new Woodstock development.

She confirmed the representatives had agreed to bring a request back to the July Town Council meeting that Woodstock Town Council (WTC) would write to Highways stressing the urgency of the situation and emphasising that it is not connected with development. WTC should also state that alternative pedestrian routes needed to be funded by highways not development funding (section 106) money.

Cllr T Redpath stated that Roger File had said that if WTC sent the letter Blenheim would follow up with one of their own.

Cllr J Bleakley reiterated the importance of the alternative routes for pedestrians and cyclists being found and funded for the residents of Old Woodstock.

Cllr S Parnes stated pedestrian infrastructure in all areas of the town should be considered holistically as a package.

A further discussion followed during which Cllr P Redpath said that pressure should be put on Oxfordshire County Council Countryside Services, Footpaths and Highways Departments. He stated that Woodstock Town Council are funding the Zebra Crossing on the Causeway and suggested that a footpath should run down the side of the hedge line from Old Woodstock onto the Water meadow opposite meadows 5&6 with a short walk to exit via Footpath 10 the Glyme Close. This would not be a huge cost and there was a good chance of getting OCC funding.

Cllr P Jay reminded Council of the wording of the motion passed at the June Town Council meeting:-

WTC agrees that the stated danger is real and present and asks its representatives to pursue urgent discussions with Blenheim and the highways authority about mitigating

measures to be implemented as matters of high priority.

He then on behalf of the Steering Group representatives proposed the following motion which was seconded by Cllr J Bleakley:-

Pursuant to its decision at its June meeting and further to the report given to the July meeting about the meeting on 8th July of the Council/Blenheim Consultation Starring Committee the council resolves to write immediately to the Oxfordshire County Council as Highways Authority, mindful of its imperative responsibility for public safety on highways, to ask for urgent action in consultation with the town council and Blenheim to address the real and present threat to public safety represented by the 'Black Prince canyon' section of the A44 where the acute risk of multiple deaths to pedestrians is evidently posed by the passage of speeding heavy goods vehicles in close proximity to the narrow pavements and to urge OCC to enter into early discussions with the council and with Blenheim, who as we learned yesterday have already initiated investigations with highways consultants into possible solutions, including lit pedestrian walkways through Blenheim Park and the Watermeadows.

Cllr P Jay referred to the helpful email he had received from Cllr I Hudspeth earlier that day which said he also wanted a safe off road path so that residents and pupils to the school can safely walk or cycle to the centre or school but adding that funding would have to come from the developers.

Cllr T Redpath proposed that the following is added to the motion:-

stressing the urgency of the issue of safety and pointing out that this is not connected to current development proposals and as such it should not be dependent on development funding.

Cllr P Jay stated that ideally he would like that to be recorded in the minutes and agreed for the following to be added to the motion:-

State clearly funding for this project must come from a Highways budget because the reason for it is safety and not from any development funds connected with new housing in Woodstock.

A vote was then taken on the amended motion:-

Pursuant to its decision at its June meeting and further to the report given to the July meeting about the meeting on 8th July of the Council/Blenheim Consultation Starring Committee the council resolves to write immediately to the Oxfordshire County Council as Highways Authority, mindful of its imperative responsibility for public safety on highways, to ask for urgent action in consultation with the town council and Blenheim to address the real and present threat to public safety represented by the 'Black Prince canyon' section of the A44 where the acute risk of multiple deaths to pedestrians is evidently posed by the passage of speeding heavy goods vehicles in close proximity to the narrow pavements and to urge OCC to enter into early discussions with the council and with Blenheim, who as we learned yesterday have already initiated investigations with highways consultants into possible solutions, including lit pedestrian walkways

through Blenheim Park and the Watermeadows. State clearly funding for this project must come from a Highways budget because the reason for it is safety and not from any development funds connected with new housing in Woodstock.

VOTE: For: 10 Against: 0 Abstaining: 0

RESOLVED: The motion was carried.

Town Green application

Cllr T Redpath reported the issue of the recreation ground/football field included in the brief of the Community First plan to be retained as a green space for community use was also raised at the meeting. She said it was essential and had always been the only green space for the Hensington Gate estate and residents of Shipton Road and the surrounding area.

Blenheim had stressed how important it was for them to provide plenty green open space within the housing developments, but not pursuing the importance of the recreation ground as a community space for existing residents. The Blenheim representatives had made it clear that no decision could be made until they knew the outcome of the 500 houses proposed within the Cherwell Local Plan.

Cllr E Poskitt confirmed that the recreation ground has not been included within the Local Plan and reiterated that it was the only green space in Woodstock other than the Water Meadows and history going back 80 years plus of its use for recreation. In addition she commented that access to the site would be difficult.

Cllr J Bleakley asked if the Old Woodstock Play area was discussed at the meeting to which Cllr T Redpath replied that it was not. Cllr J Bleakley reiterated it was the only green space for use by the residents of Old Woodstock. Cllr T Redpath said that Blenheim are proposing to provide a play area within the new development but are ignoring the needs of those residents living any distance from the development.

Cllr P Jay requested and the Mayor agreed to link Agenda Item 17 'Woodstock Recreation Ground' for discussion at this point in the meeting. He referred to the Town or Village Green application, of which he had always been supportive. When putting together the original draft of the brief for the Community First Consultation protection of green areas in general, but the recreation ground in particular was one of the Council's important priorities for the whole consultation exercise.

The OCC Countryside Records Officer, had advised that the application to register the Recreation Ground as a Town Green had been 'out of time' as Blenheim Estates had made a Landowner Deposit in November 2015 protecting their land from such a claim for Town Green status. There was a period of one year from that date in which a Town Green application could have been submitted and as the application from WTC was submitted on 28th March 2018 it fell outside that timeframe. Cllr T Redpath said that by the time the current Clerk came into post the deadline had already lapsed and she was not convinced that the previous Clerk would have had any knowledge that Blenheim had as there is not any notification that Landowner Deposit registration has gone through. OCC acknowledged that the parcel of land on which it appears the Youth Club and car park are situated is not owned by Blenheim Estates and therefore Council can still apply to register it as a Town or Village Green.

Cllr T Redpath also thought the Clerk required help from a Councillor to complete the

application form and supply the outstanding documentation required.

Cllr P Redpath thought the Council should be pursuing the former 'Six Acre Standard which had formerly been a recommended standard for six acres of safe recreational outdoor playing space per 1,000 population. He disagreed with pursuing the application to register New Road Play Area and Woodstock Bowls and Tennis Club as a Town Green as it could be counterproductive to the attempts to protect the Recreation Ground as a green space.

Cllr M Parkinson asked why WTC makes yearly payment to Woodstock Football Club to cut the grass on the Recreation Ground Field? Cllr T Redpath confirmed this was standard practice for a number of years in recognition of the local recreational use.

Cllr P Jay proposed the following motion:-

Council write immediately to Oxfordshire County Council responding to their letter of 8th April reaffirming its wish to register the Woodstock Recreation Ground as a Town or Village Green and states specifically in answer to their question that we do indeed wish to pursue that application.

Cllr P Redpath proposed the following amendment to the motion:-

Council write immediately to Oxfordshire County Council responding to their letter of 8th April reaffirming its wish to register the Woodstock Recreation Ground as a Town Green and states specifically in answer to their question that we do indeed wish to pursue that application. If it is not conceivable through this means that WTC demand the right to the Six Acre Standard and demand that this is included within the requirement for our Community to include the Recreation Ground.

The Mayor confirmed that Cllr P Jay was happy to accept the amendment to the motion which had been proposed by Cllr P Redpath.

OCC had acknowledged the land on which the Youth Club and car park were situated was not owned by Blenheim Estates and therefore WTC could still apply to register that as a Town Green.

Cllr T Redpath reiterated the need for a Councillor to assist the Clerk to complete the application form correctly and supply the outstanding documentation required. Cllr E Poskitt and Cllr T Redpath agreed to work with the Clerk to progress the applications.

A vote was taken on the amended motion:-

Council write immediately to Oxfordshire County Council responding to their letter of 8th April reaffirming its wish to register the Woodstock Recreation Ground as a Town Green and states specifically in answer to their question that we do indeed wish to pursue that application. If it is not conceivable through this means that WTC demand the right to the Six Acre Standard and demand that this is included within the requirement for our Community to include the Recreation Ground.

VOTE: For: 11 Against: 0 Abstaining: 0

RESOLVED: The motion was carried.

WTC71/19 A44 ROAD SAFETY:

This item was discussed and the outcome recorded under the above minute **WTC70/19**

WTC72/19 PROPOSED HOUSING NEED SURVEY:

The Mayor asked Council to agree to the request that West Oxfordshire District Council carry out a housing need survey to help inform the developer (Pye/Blenheim) as to the local need for local people and the number affordable houses, with the prioritisation of allocation within the new developments on the WODC allocated sites.

A discussion followed during which it was agreed for a letter to be sent to Cllr Jeff Haine as the Chairman of the Development Control Committee; and of the Uplands Area Planning Sub-Committee requesting and copied all other relevant parties enquiring as to how WODC could approve planning permission for large scale development without firstly investigating via a housing need survey to the actual need for affordable housing in Woodstock.

Mayor called for a vote to agree to the request that West Oxfordshire District Council carry out a housing need survey to help inform the developer (Pye/Blenheim) as to the local need for local people and the number affordable houses, with the prioritisation of allocation within the new developments on the WODC allocated sites.

VOTE: For: 8 Against: 1 Abstaining: 2

RESOLVED: Council voted in favour of the above.

WTC73/19 WOODSTOCK RECREATION GROUND:

This item was discussed under the above minute **WTC70/19**

WTC74/19 UPDATE ON THE CHERWELL LOCAL PLAN ISSUES:

Cllr T Redpath reported that following the Inspector's letter to Oxford City questioning the numbers (4,400) and the bearing of this on Oxford's unmet need, Cherwell Development Watch Alliance (CDWA) wrote to the Cherwell Inspector requesting a delay to findings until the Oxford Plan had been fully examined. Cherwell District Council (CDC) then wrote to their Inspector that the numbers had been included with evidence demonstrating the robustness of the Oxford Strategic Housing Market Assessment (SHMA) and that it had followed all proper cooperative procedures. CDC had said the Inspector for the Vale had agreed to the robustness of those numbers which Cllr T Redpath found disingenuous of as Cherwell planners had been aghast at the City numbers and fought hard against them. The Oxford Times had featured that Oxford University had entered a £4billion deal with Legal and General for the building at Begbroke confirming that of the 2,000 houses from the 4,400 unmet need allocation 1,000 homes will be for University staff and students.

The agreement had been signed for the Green Belt site before the Inspector had even reported. It was claimed that the University plans expansion which is adding to Oxford's housing need. The feature quoted 'that Cherwell District Council had proposed removal of the land from the Green Belt. This was a back to front justification as it was only proposed after Oxford City had come to CDC with the numbers and said where they wanted them.

WTC75/19 REVIEW OF POLLING DISTRICTS AND PLACES:

After a brief discussion during which Cllr S Parnes questioned whether any room hire fees were incurred when a room within Blenheim Estate Office was used as a Polling Station for the recent European Parliamentary Elections.

Council agreed that the Clerk would arrange for the notices advertising the WODC review of Polling Districts and Polling Places to all residents be posted on all Woodstock Town Council noticeboards and website.

WTC76/19 NEW ROAD PLAY AREA AND WOODSTOCK BOWLS AND TENNIS CLUB TOWN GREEN APPLICATION:

Although this item was discussed under the above minute **WTC70/19** Cllr P Redpath reiterated that WTC should not progress the application to register New Road Play Area and Woodstock Bowls and Tennis Club as a Town or Village Green at the present time as it may counterproductive to the attempts to protect the Recreation Ground as a green space.

Cllr T Redpath suggested that the outstanding information and documentation required to correctly complete the application are obtained at the same time as for the Recreation Ground application which will mean that the application will be ready to resend at an appropriate time in the future.

As there was a difference of opinions expressed by a number of Councillors the Mayor asked Councillors to vote on whether to go ahead with the Town or Village Green application for the New Road Play Area and Woodstock Bowls and Tennis Club now.

VOTE: For: 3 Against: 5 Abstaining: 3

RESOLVED: For the Clerk with the help of Cllrs T Redpath & Cllr E Poskitt to obtain the outstanding information and documentation required to correctly complete the application for the New Road Play Area and Woodstock Bowls and Tennis Club at the same time as the Recreation Ground application with a view to submitting it at an appropriate time in the future.

WTC77/19 NEW WEBSITE:

Council agreed to set up a working party to include the Mayor, Deputy Mayor, Cllrs E Poskitt, Cllr J Bleakley and Cllr D Davies. The working party will research the design and content of the new website and provide a specification that can be used for when asking companies to submit quotes to tender for the work. Council also wanted to thank the Administrative Assistant for persevering with the current website.

The Mayor pointed out to Council that written reports had not been received from Cllr S Parnes for the three agenda items he had submitted and asked whether they were agreeable for Cllr S Parnes to give oral reports on these agenda items. Council agreed.

WTC78/19 PLANNING RULE CHANGE:

Cllr S Parnes gave an oral report of the recent Government announcement of a change in planning rules which will enable Town Centre shops and certain types of takeaways to have a pre-approved status for being able to convert to residential without a full planning application. The other aspect of the rule change was that householders can build far larger extensions

without planning permission which may result in less planning applications being received by Woodstock Town Council for consideration and comment. He also said that there is criticism that plots of single dwellings will be able to build up on their land a lot more.

Cllr E Poskitt informed Council that the change of planning rules had come up at a Development Control Committee Meeting and the Committee were strongly against. Cllr S Parnes confirmed that the bill had been passed by parliament.

WTC79/19 CHANGE OF USE OF FORMER SITE OF WOODSTOCK BRANCH OF BARCLAYS BANK:

Cllr S Parnes informed Councillors that within the planning subcommittee meeting minutes where the above application was considered there was a lengthy discussion suggesting that the location was not part of the Town Centre even though there are other businesses within equal distance on the same part of the road. He felt that maybe the Town Centre designation should be amended.

Cllr E Poskitt agreed with him but confirmed that it falls outside the Town Centre according to the WODC Local Plan.

The Deputy Mayor felt that the Town Hall should mark the centre of the Town.

WTC80/19 WOODSTOCK LIBRARY DEMOLITION ISSUES CONTINUED:

Cllr S Parnes referred to a resident's complaint addressed to both the District and County Councils concerning the application and decision making process related to the demolition of the Library to which Cllr I Hudspeth had responded. Cllr J Cooper stated that he had asked at the May Town Meeting for Cllr S Parnes to come up with an answer as to why the Library cannot be demolished and what Planning Policy Reason he could give why demolition should be refused. As the issue was not going to be resolved the Mayor asked that they continue their exchange outside of the meeting.

WTC81/19 ENVIRONMENT:

Council were asked to consider a request from Peerless Properties, who are the Management Agents for the Management Company responsible for the communal areas within Phase 2 of the Marlborough Place development to install two dog waste bins within Blackberry Way and Orchid Close.

Cllr E Poskitt felt that the whole process of waste disposal should be reviewed and that Council should suggest to WODC that more of the segregated bins for rubbish, recycling, glass, cans are provided at the bus stops and around the streets in Woodstock.

A short discussion followed during which it was stated that the Marlborough Place residents pay a service charge to the management company.

The Council voted in favour of the Clerk writing to Peerless Properties requesting that if they pay for the installation of the two dog waste bins WTC would be happy to pay for them to be emptied regularly. Council stated that if Peerless Properties would not cover the installation costs then they would only supply one dog waste bin on Phase 2 of the Marlborough Place development.

The report for the Annual Safety Inspection of Woodstock Play Areas and Water Meadows was completed on Friday 28th June by John Hicks. Council noted the report and agreed that the Clerk would work through the recommendations within it and take any necessary action required.

Cllr U Parkinson requested that the gates at New Road Play area are adjusted as they should be soft closing but are currently banging shut quite heavily and pose a risk to any children using them.

EXCLUSION OF THE PUBLIC AND PRESS

It was then proposed by the Mayor and seconded by the Deputy Mayor 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).

The members of the public left the meeting at this point (9.35pm).

WTC82/19 WTC PROPERTY PORTFOLIO:

Community Centre

Council noted that a request will be submitted to the RFO to consider £2,200 (ex VAT) being allocated in the Budget Review for redecorating the walls and woodwork in the main hall of the Community Centre.

The Mayor proposed the following recommendation which was seconded by the Deputy Mayor:-

that WTC agrees that Company A carry out the exterior re-decorating work on 2 & 4 Park Street to the front elevations only including the erection of scaffolding for the sum of £3264

Council agreed unanimously in favour of accepting the quote from Company A for the painting of 2 & 4 Park Street at a cost of £3,264

6 Park Street

Breckon & Breckon have advised the CMfP that a proposal had been received from a start-up interior designer business to rent 6 Park Street as a retail premises. They were happy with the rent per annum and had specified that they were interested in a long term lease.

Breckon & Breckon confirmed that they were awaiting financial information from the interested party and assuming the documentation they submit is acceptable, the Mayor requested for Council to approve for the Clerk to progress the matter prior to the next Council meeting in September.

Cllr S Parnes repeated his concern that the property had not been properly advertised as the advertising board was not best placed.

CMfP reiterated the earlier question 'whether Council would be happy for the Clerk to progress once Breckon & Breckon have received the financial information and references that they are awaiting. Cllr J Cooper expressed his support of the matter being delegated to the Clerk, working in conjunction with the CMfP.

Cllr J Bleakley asked whether the lease had been tied down with regard to 'empty properties' and what had been put in place? The Mayor confirmed she had previously requested via

Breckon & Breckon that all leases include a clause stating that the shop should be open at all advertised times, unless there is a reason such as serious illness that this was not possible.

A lengthy debate followed during which a variety of views and opinions were expressed before Council finally agreed that the Mayor/CMfP, Deputy Mayor together with the Clerk could give the go ahead for Breckon and Breckon to proceed if they are satisfied with the lease and all other legal obligations are met by the potential tenant. It is essential that the lease stipulates that the premises must be open for business during the advertised trading hours with a 3 month provision to automatically terminate the lease if they fail to comply. Council would need to be consulted for compassionate understanding if there was some reason such as serious illness and the premises had to be closed.

Cllr E Poskitt proposed the wording of the motion proposed was as shown below:-

Council entrust the Clerk, with Mayor/CMfP and the Deputy Mayor to read the lease, be sure they are happy with it and if not an Extraordinary Town Council Meeting is called in August to try and resolve the issue.

A vote was taken.

VOTE: For: 10 Against: 1 Abstaining: 0

RESOLVED: The motion was carried.

Cllr S Parnes requested that it be recorded that he voted against the motion as he did not feel that the property had been properly advertised.

Town Hall Toilet Facilities

After a short discussion on the provision of a toilet that would be more suitable for visitors with disabilities within the Town Hall. Council voted in favour of Breckon & Breckon obtaining quotes to convert the Gentlemen' toilet on the ground floor into a Unisex facility.

2 Market Street

Cllr J Bleakley felt that the three options provided by Council's property agent relating to the surrender of the lease for 2 Market Street outlined within Property Report 3 were not viable and proposed the following as a fourth option which was seconded by Cllr D Davies:-

An agreement written up by Freeths to be put forward to the tenant of No. 2 Market Street to relinquish the lease following the next rent payment. In return WTC shall not pursue renovation obligations/costs from the tenant, WTC will burden themselves with these with a view to having a void period and now turning the property around without delay to get it re-let as soon as possible, certainly in time for the Christmas period.

The Mayor called for a vote on the motion and requested a named vote.

VOTE: For: 7 (Cllrs M Parkinson, P Redpath, S Parnes, P Jay, J Bleakley, D Davies & U Parkinson)
Against: 1 (Cllr J Cooper)

Abstaining: 3 (Cllrs A Grant E Poskitt & T Redpath)

RESOLVED: The motion was carried.

WTC83/19 FREETH INVOICE:

Cllr J Cooper proposed that Council approve payment of the final invoice (£592.80) related to their work preparing the lease for 6 Park Street where the potential tenant withdrew their interest which was seconded by the Deputy Mayor.

RESOLVED: Council voted unanimously in favour of the invoice being paid.

WTC84/19 WYCHWOOD INVOICE:

Council noted the quarterly invoice (December 18 – March 19) from Wychwood relating to the Water meadow management and maintenance, they also confirmed their approval for it to be paid.

WTC85/19 INVOICE FOR CONDUCT OF TOWN COUNCIL ELECTIONS 2018:

Council approved for the invoice to be paid but requested that the Clerk check with WODC how many elections it related to.

The meeting closed at 21.50hrs