

**MINUTES OF THE MEETING OF THE
WOODSTOCK TOWN COUNCIL MAYOR'S COMMITTEE
HELD AT 8.30 PM ON TUESDAY 28th JANUARY 2014
IN THE MAYOR'S PARLOUR, WOODSTOCK TOWN HALL**

PRESENT:

Cllr J Cooper (Town Mayor)
Cllr S Parnes
Cllr B Yoxall

Cllr E Poskitt
Cllr M Robertson (Deputy Mayor)

- MC/39/13** **APOLOGIES FOR ABSENCE:** Cllrs P Jay, Mrs V Edwards and T Wray.
- MC/40/13** **DECLARATIONS OF INTEREST:** No pecuniary or general interests were declared.
- MC/41/13** **MINUTES:** The minutes of the Mayor's Committee held on 22nd October 2013 were received and considered. The Mayor proposed, Cllr E Poskitt seconded and the committee
- RESOLVED** (unanimous) that the minutes of the meeting of the Mayor's Committee held on 22nd October 2013 were approved as a true record.
- The Mayor signed the minutes.
- MC/42/13** **PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA**
None.
- MC/43/13** **INTERNAL AUDITOR:** The Town Clerk updated Cllrs about the interviews with the two short listed internal auditors by Cllrs C Carritt, P Jay and the Town Clerk.
- The Mayor's Committee endorsed the recommendation and appointment of Mrs Trish Ingham as the new WTC internal auditor. The Mayor confirmed that WODC had not wished to apply for the internal auditing work as there could have been a potential conflict of interests between the two levels of council.
- MC/44/13** **COMMUNICATIONS WORKING GROUP:** The Mayor's Committee received and considered the minutes of the meeting of the Communications Working Group that was held on Monday 20th January 2014. Discussion followed.
- MC/45/13** **COUNCIL PAPERS:** The copying and distribution of council papers was discussed. The Mayor proposed, the Deputy Mayor seconded and the Mayor's Committee
- Recommended (4 votes for, 1 against) that town council papers be distributed electronically to Cllrs.**
- MC/46/13** **"CAPABILITY BROWN" PICTURE**
The committee received and considered an email received from OCC Museum Services about the costs of storing the "Capability Brown" picture. The Deputy Mayor proposed, Cllr E Poskitt seconded and WTC
- RESOLVED** (4 votes for and 1 abstention) that WTC commission an updated conservation report for this picture as soon as possible.
- ACTION:** *The Town Clerk will endeavour to identify an expert and confirm the timings and price for this service before the next TC meeting.*

MC/47/13 EXCLUSION OF THE PUBLIC AND PRESS

The Mayor proposed 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 Deputy Mayor seconded this motion.

RESOLVED that members of the public are asked to leave the meeting temporarily whilst the Council considered confidential information.

MC/48/13 STAFFING UPDATES

The Committee received and noted an oral report from the Town Clerk that reported that two members of staff had taken on additional employment with other organisations. The staff members have confirmed that this will not impact upon their work for the council.

The meeting finished at 8.50pm

Signed.....

Date:.....