

**MINUTES OF THE MEETING OF  
THE WOODSTOCK TOWN COUNCIL  
RESOURCES AND GENERAL PURPOSES COMMITTEE  
HELD AT 7.30 PM ON TUESDAY 28th March 2017  
IN THE MAYOR'S PARLOUR,  
WOODSTOCK TOWN HALL**

**PRESENT:**

Cllr E Poskitt (Mayor)  
Cllr F Collingwood (Deputy Mayor)  
Cllr J Cooper,  
Cllr P Jay,  
Cllr T Redpath

**ALSO IN ATTENDANCE:** Cllr A Grant (Acting Town Clerk)

**RGPC/47/16 APOLOGIES:** Cllr B Yoxall

**RGPC/48/16 DECLARATIONS OF INTEREST:**

Cllr E Poskitt declared a general interest in Item 5 Planning as a member of WODC Uplands Planning Sub Committee and Item 8 as a Member of WODC  
Cllr J Cooper declared a general interest in Items 5 & 8 as a Member of WODC

**RGPC/49/16 MINUTES OF THE MEETING OF 24<sup>th</sup> JANUARY 2017:**

The R&GP Committee

**RESOLVED that**

**the minutes of the R&GP Committee meeting that took place on Tuesday 24<sup>th</sup> January 2017 were approved subject to the following amendments:**

a) **RGPC/44/16:** that in the second line *morning* should read *ornings* and under **Action** should read ....*The Mayor will request the HR adviser.....*

The Mayor then signed the minutes

**RGPC/50/16 PUBLIC PARTICIPATION NONE**

**RGPC/51/16 PLANNING**

(i) Cllr Poskitt and Cllr Cooper declared a general interest as District Councillors

The following planning applications were received and considered.

a) Ref: APPLICATION No: 17/00518/FUL 16A Market Place Woodstock  
Change of use of first floor bank to residential (class C3) from B1(a) office use

**RESOLVED**

**That in view of the historic architecture of the building the Committee hoped that sympathy would be shown to the original features**

b) Ref: APPLICATION No: 17/00519/FUL 16A Market Place Woodstock  
Change of use from former bank and ancillary storage/office (class A2) to office use (class B1a)

- c) Ref: APPLICATION No: 17/00521/HHD Coach House, Woodstock House, Rectory Lane Woodstock

Renovation, repair and improvements to existing residential building

- d) Ref: APPLICATION no: 17/00781/HHD 11 Hill Rise Woodstock

Conversion of garage to provide addition accommodation and erection of side extension (to allow flat roof in place of approved pitched roof)

- e) Ref: APPLICATION 17/00715/LBC 7 Park Street Woodstock

Replacement stair to basement including reinstated existing lower stone treads and new upper steel stair with timber treads

#### **RESOLVED**

**that the Committee make no comment on planning applications (b) (c) (d) & (e)**

#### **RGCP/52/16 CIVIC DAY June 17<sup>th</sup> 2017**

The Mayor had received a letter from Civic Voice which outlined a day of national celebrations of civic pride on June 17<sup>th</sup>.

#### **RESOLVED (unanimous) that**

**A reply be sent, by the Acting Town Clerk, stating that Woodstock had many local celebrations, Carnival, Mock Mayor, Music Live and more and were happy to continue focusing on these Civic Events.**

#### **RGPC/53/16 CARERS OXFORDSHIRE**

A letter had been received from Carers Oxfordshire requesting a representative come to a Council meeting to discuss Carers in Oxfordshire

#### **RECOMMENDED that**

**an invitation would be sent suggesting choice of meetings, June 2107 or September 2107 and at 6.30pm before the Council meeting allowing time for discussion before the main WTC meeting.**

#### **RGPC/54/16 EXCLUSION OF THE PUBLIC AND PRESS**

The Mayor proposed and Cllr Cooper seconded the motion and it was

#### **RESOLVED (unanimous)**

**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).**

#### **RGPC/55/16 WODC MAINTENANCE**

A letter had been received from WODC concerning an increase in charges for environmental services. The committee discussed this at length and requested the acting Town Clerk liaise with office staff to resolve which services Woodstock received and the terms of Council's contract.

#### **RESOLVED (unanimous)**

**That the Council Financial Assistant would be asked to supply a breakdown of current WODC services and costs, so further consideration could be made, with a view to going out for further tenders.**

#### **RGPC/56/16 PROPERTY MATTERS**

- (a) Carter Jonas had informed the CMfP that progress was being made with 2 Market Place

- (b) Carter Jonas had reminded the Council that a rent review was due on one of the Council properties and further information would be available at the full Council meeting 11<sup>th</sup> April 2017
- (c) Carter Jonas had now received the rent arrears from one of the Council's previous tenants
- (d) The Council had been alerted that one of the wooden benches outside the Town Hall was in need of repair as some of the spars had rotted. The committee agreed that tenders would be needed.
- (e) The Caretaker had informed the Council of several plumbing needs as follows:

Community Centre

- The radiator was leaking and the urinal was not working efficiently the gents' toilet
- Fitting thermostatic controls on the radiators in the gents' toilet and the chair store should save on heating bills.

Town Hall

- One of the ladies' toilets was not flushing efficiently
- Fitting a thermostatic control to the radiator in the chair store was recommended.

**RESOLVED (unanimous)**

**that these plumbing needs, some essential and some for economical purposes, should be carried out as soon as possible.**

The meeting closed at 7.55pm

Signed.....Date.....