



20th October, 2020

Follow the passing of the Coronavirus Act 2020 (c. 7), Councils are unable to meet in person during the COVID emergency.

Councillors are hereby summons to attend the Extraordinary Town Council meeting to be held online via the Zoom video conferencing system on **Tuesday 27th October, 2020 at 7.30pm.**

INFORMATION FOR THE PUBLIC

Members of the public are encouraged and welcome to attend the meeting.

Login details to use to access the meeting either virtually or by telephone are shown below:-

<https://us02web.zoom.us/j/81693159031?pwd=MW5yEdlUXIveGFhT0dOVlluTEo5dz09>

Meeting ID: 816 9315 9031

Passcode: 024826

One tap mobile

+442039017895,,81693159031#,,,,,0#,,024826# United Kingdom

+441314601196,,81693159031#,,,,,0#,,024826# United Kingdom

Dial by your location

+44 203 901 7895 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 051 2874 United Kingdom

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

Meeting ID: 816 9315 9031

Passcode: 024826

Find your local number: <https://us02web.zoom.us/j/81693159031?pwd=MW5yEdlUXIveGFhT0dOVlluTEo5dz09>

Members of the public have no right to participate in the general proceedings of the Council meeting, with the exception of the Public Participation Session. Requests to address Council should be submitted to the Clerk at least 48 hours prior to the meeting with a written copy of what they wish to say.

AGENDA

1 **APOLOGIES FOR ABSENCE**

To receive and accept any apologies received prior to the meeting.

2 **DISCLOSURES OF INTEREST**

To receive disclosures of interest from councillors for any items on the agenda.

3 **PUBLIC PARTICIPATION SESSION**

Members of the public may make only one address to the council of no more than five minutes' duration.

4 **COMMUNICATIONS**

To receive such communications as The Mayor may wish to lay before the council.

5 **QUESTIONS**

To receive any questions on Council business submitted to the Clerk within the specified timescale.

6 **MOTIONS PRESENTED TO COUNCIL**

No motions received.

7 **PLANNING**

To **agree** comments to be submitted to West Oxfordshire District Council in respect of the following planning applications:-

- a) Ref: APPLICATION NO 20/02280/HHD 7 St Andrews Square, Woodstock
Conversion of existing window into an external door

Ref: APPLICATION NO 20/02281/LBC 7 St Andrews Square, Woodstock
Alterations to convert an existing ground floor window into a doorway,
Comments by: 31st October 2020.

- b) Ref: APPLICATION NO 20/01817/FUL Land Between Woodstock Sewage Works And B4027 Banbury Road, Woodstock
Installation of Net Zero Carbon project comprising Photo Voltaic solar array (PV Array), Battery Electrical Storage System (BESS), connecting cables, substation, heat pump, water source heat collector pipework, connecting pipes, removal of substation in Palace undercroft and associated works.

Ref: APPLICATION NO 20/01818/LBC Land Between Woodstock Sewage Works And B4027 Banbury Road, Woodstock
Internal and external alterations as part of installation of Net Zero Carbon project including heat pump and associated pipework and cabling within the palace undercroft.
Comments by: 2nd November 2020.

8 **REMEMBRANCE SUNDAY COVID-19 POLICY**

To receive a report from Cllr E Poskitt

9 **HELP HUB CHRISTMAS**

To receive a report from Cllr E Poskitt

10 **COVID SECURE POLICY & RISK ASSESSMENT FOR HIRE OF COUNCIL PROPERTIES (TOWN HALL AND COMMUNITY CENTRE)**

To receive a report from Cllr E Poskitt

11 **COVID SECURE RISK ASSESSMENTS FOR TOWN COUNCIL EMPLOYEES**

To approve the risk assessment documents.

12 **COVID-19 POLICY WORKING GROUP**

To agree the membership of the working party.

13 **AGENDA & REPORTS DEADLINE**

To receive and consider the report from Cllr M Parkinson.



Janine Saxton

Town Clerk

In accordance with The Local Authorities And Police And Crime Panels (Coronavirus) (Flexibility Of Local Authority And Police And Crime Panel Meetings) (England And Wales) Regulations 2020 all reports and papers relating to the meeting will be published on the Council website <http://www.woodstock-tc.gov.uk/>