

**MINUTES OF THE EXTRAORDINARY MEETING OF
THE WOODSTOCK TOWN COUNCIL
ON TUESDAY 29th SEPTEMBER 2020
HELD VIRTUALLY VIA ZOOM VIDEO CONFERENCING**

PRESENT:

Cllr M Parkinson (Mayor)

Cllr J Cooper

Cllr U Parkinson

Cllr S Rasch

Cllr P Redpath

Cllr A Grant (Deputy Mayor)

Cllr P Jay

Cllr S Parnes

Cllr E Poskitt

Cllr T Redpath

ALSO IN ATTENDANCE: Six members of the public.

The Clerk was not in attendance at the meeting due to having a prior commitment.

Prior to the start of the meeting, The Mayor announced that due to the papers for Agenda Item 11 and 12 not being received in time these items would not be discussed.

Cllr S Parnes pointed out that other papers were late including the Clerks. He responded to the point made by The Mayor saying that he felt Council should take the decision about the agenda items and proposed the following motion:-

For consistency the agenda items mentioned be taken.

The motion was not seconded and fell.

WTC143/20 APOLOGIES FOR ABSENCE:

Cllrs L Burnham and E White

WTC144/20 DISCLOSURES OF INTEREST:

Cllr J Cooper

Item 8 Planning: Personal interest as he is a member of WODC Planning Sub-Committee.

Cllr Grant

Item 8 (c) Planning: Personal interest as she had submitted the application.

Cllr E Poskitt

Item 8 Planning: Personal interest as she is a member of WODC and she is also a resident in Hedge End and an application (b) has been submitted by a house nearby.

All Councillors

Item 8 (c) Planning: Personal interest as the applicant Mrs A Grant is a fellow Councillor.

WTC145/20 PUBLIC PARTICIPATION SESSION:

None.

WTC146/20 MINUTES OF THE CONFIDENTIAL SESSION OF THE TOWN COUNCIL HELD ON TUESDAY 1st SEPTEMBER 2020:

The Council **resolved** that the minutes of the Town Council Confidential Session held on Tuesday 1st September 2020 were a true record of the meeting with the following amendments:-

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| Page 58 | | paragraph 1, add the words 'All Councillors replied they were alone in the room they were using for this confidential virtual meeting'. |
| Page 60 | WTC 119/20 | paragraph 5, replace 'Cllr Parnes stated that he would be voting against it and requested a named vote' with 'Cllr S Parnes would keep an open mind but was minded to vote against it and requested a named vote. |
| Page 60 | WTC 119/20 | paragraph 9, Cllr Parnes requested that the named vote be checked as he felt it was not correct. |

The Council agreed that the Clerk should listen to the named vote on the recording and if it is not correctly recorded to amend it before returning it to Council.

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| Page 61 | WTC121/20 | add as paragraph 1, Cllr S Parnes asked why this item was being discussed in confidential session? |
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The Clerk responded that it was because it involved finance.

WTC147/20 COMMUNICATIONS:

The Mayor informed the council that with regard to Remembrance Sunday arrangements he did not know what could and could not be done in relation to COVID restrictions and that talks were on going between all involved. He advised that Christine had ordered three wreaths, one for His Grace the Duke of Marlborough, one for John Harwood DL and one for the Town Council as the wreaths can be laid whilst maintaining social distancing.

WTC148/20 QUESTIONS:

No questions were presented to Council.

WTC149/20 MOTIONS PRESENTED TO THE COUNCIL:

There were no motions presented to Council.

The Council agreed to the suggestion proposed by the Mayor that Agenda Item 8 - Planning be moved to the end of the meeting so that Cllr A Grant did not have to leave the meeting and then try and log in again.

WTC150/20 COVID-19 POLICY FOR VENUES (TOWN HALL AND COMMUNITY CENTRE) OWNED BY WOODSTOCK TOWN COUNCIL:

After an in depth discussion which included that the Council were mindful of their obligation to keep their staff safe.

The Council agreed that the Clerk had worked hard on an ever changing process but felt that going forward things would be changing even more rapidly and there was concern with the staff being able to constantly keeping up with these changes.

The Registrars and the Clerk had worked together and agreed on the risk assessment to the satisfaction of both parties for the Wedding so the Council agreed that Weddings should continue.

The following motion was proposed by Cllr Grant which was seconded by Cllr P Redpath:-

1. *In view of the ever increasing infection rate and with the venues not lending themselves to the Covid safe requirements to accommodate the hirers safely WTC closes down the Assembly Room and the Community Centre until further notice. Ensuring the safety of the office staff in the Town Hall and the long lease tenants at the Community Centre.*
2. *Weddings can still continue during hours that the staff is not working in the Town Hall with the exception that those already booked go ahead as planned.*
3. *This is to be reviewed at every meeting.*

Cllr Grant requested a named vote.

VOTE:

For:	Cllrs P Jay, P Redpath T Redpath, S Rasch, S Parnes U Parkinson and A Grant
Against:	Cllr J Cooper & E Poskitt
Abstained:	Cllr M Parkinson

RESOLVED: The motion was carried.

WTC151/20 WOODSTOCK FAIR:

The Council voted unanimously in favour of approving the use of the Town Hall electricity supply via an external cable to run a childrens fair ride which will enable the funfair charter to be preserved for this year.

WTC152/20 TOWN HALL STAFF CHANGES:

Cllr Parnes wished for the Council to have regular updates on the process of recruiting a new Clerk.

There was a short discussion on this. The Mayor said he would give the Council necessary updates on the process under Communications at future meetings. Cllr T Redpath informed the Council that the closing date for applicants was the 23rd October and the interviews could commence the following week and it was hoped that a new Clerk would have been chosen to report to the November meeting.

Cllr M Parkinson proposed the following motion which was seconded by Cllr A Grant:-

The Council agrees for the Staffing Panel to proceed with the necessary process of recruitment of a new clerk as early as possible with a view to a smooth change over period.

Cllr S Parnes requested a named vote

VOTE:

For:	Cllrs M Parkinson, T Redpath, P Redpath, U Parkinson, S Rasch, P Jay, A Grant, J Cooper & E Poskitt
Against:	
Abstained:	Cllr S Parnes

RESOLVED: The motion was carried.

WTC153/20 PLANNING:

Council considered the following applications and their responses are shown below:-

Ref: APPLICATION NO 20/02053/FUL 2 Long Close, Oxford Road, Woodstock
Construction of detached dwelling.

RESOLVED: that WTC has no objection to this application.

Ref: APPLICATION NO 20/02155/HHD 2 Hedge End, Woodstock
Alterations and erection of single and two storey rear extension. Render and cladding to external elevations

RESOLVED: that WTC has no objection to this application.

Ref: APPLICATION NO 20/02186/HHD 28 Brook Hill, Woodstock
Extension and alterations to the existing garage for the installation of an internal mobility lift.

RESOLVED: that the Council declined to make comment on the application as the application was submitted by Cllr A Grant, a fellow member of the Council.

The meeting closed at 8.23pm