

**MINUTES OF THE BUDGET MEETING OF
THE WOODSTOCK TOWN COUNCIL
HELD AT 7.30PM ON TUESDAY 22nd NOVEMBER 2016
IN THE TOWN HALL, WOODSTOCK**

PRESENT:

Cllr. E Poskitt (Mayor)	Cllr. F Collingwood (Deputy Mayor)
Cllr. J Cooper	Cllr. A Grant
Cllr. P Jay	Cllr. S Parnes
Cllr. S Rasch	Cllr. P Redpath
Cllr. T Redpath	Cllr. M Robertson
Cllr. E Stokes	Cllr. B Yoxall

ALSO IN ATTENDANCE: 1 members of the public.

APOLOGIES FOR ABSENCE: None

DECLARATIONS OF INTEREST:

Cllr. E Poskitt: Item 7, planning. General interest because she is a member of WODC.

Cllr. E Poskitt: Item 8 (iv) acts as volunteer for VLU (Woodstock Good Neighbours).

Cllr. J Cooper: Item 8 (iv) Chairman of Youth Club

Cllr. J Cooper: Item 7 General interest because he is a member of WODC planning committee.

Cllr. A Grant: Item 6(iv) Secretary of Youth Club.

Cllr. S Parnes: Item 6(iv) Wife is a member of the Youth Club Committee and an employee of the C.A.B.

Cllr. B Yoxall: Item 8 Personal involvement with staff matter.

WTC/XX/16 PUBLIC PARTICIPATION SESSION: None

WTC/XX/16 QUESTION: In answer to a question from Cllr. Parnes, the Mayor stated that in the absence of a Town Clerk and as The Mayor was away on personal business for the week, the Deputy Mayor had been asked to sign the Agendas for this meeting and the General Purposes meeting on the same date.

WTC/XX/16 ANNOUNCEMENTS: The Mayor stated that it was not known when the Planning Application for Woodstock East would be heard by WODC Uplands planning Committee but it could be on 5 December. The Council resolved that Huw Mellor be asked to attend the meeting on behalf of Woodstock Town Council. The proposal was agree nem con.

WTC/XX/16 BUDGET 2017-18: Cllr. F Collingwood introduced the Budget papers and commented that it had proved very difficult to find the savings required to get the Budget to balance and retain the £50,000 reserves that Council had resolved was necessary.

Cllr. Yoxall asked whether the budgeted income from Town Hall lettings, particularly weddings should be increased in the light of the recent promotion in the Town Newsletter. However it was believed that most weddings are arranged about a year in advance so the impact of the promotion would have an effect on bookings in 2018/9 rather than 2017/8. It was agreed that the wedding leaflet should be updated and distributed widely. **ACTION ???**

Cllr. Yoxall proposed and Cllr. Stokes seconded a motion that the budget for general repairs at the Town Hall be reduced by £900 to £3,100 and a provision be made for Town Hall gutter maintenance of £900.

For 8. Against 2. Abstentions 2. The motion was passed.

Cllr. Yoxall proposed and Cllr. P Redpath seconded that the Cemetery budget be reduced by £5,800 from £9,000 to £3,200 by deferring the repainting of the railings.

For 9. Against 2. Abstentions 1. The motion was passed.

Cllr. Yoxall proposed and Cllr. P Redpath seconded that the budget for training be increased by £350 from £650 to £1,000.

For 6. Against 5. Abstentions 1. The motion was passed.

Cllr. Yoxall proposed and Cllr. P Jay seconded that a budget of £2,000 for Town Pictorial Maps, Community Plan and Feasibility study be created.

For 4. Against 6. Abstentions 2. The motion was lost.

Cllr. Yoxall proposed and Cllr. P Redpath seconded that a £2,000 budget for the Save Woodstock Campaign be created.

For 7. Against 4. Abstentions 1. The motion was passed.

Cllr. Yoxall proposed and Cllr. P Redpath seconded that the budget for Local Planning Specialist and JCTPD be increased by £2,000 from £3,000 to £5,000.

For 9. Against 2. Abstentions 1. The motion was passed.

It was requested that OLAC should be asked on what the Council can spend the Community Infrastructure Levy (replacing section 106 money), where is the legislation and whether there is any published guidance. **ACTION ???**

Cllr. Collingwood proposed and Cllr. Jay seconded that, subject to any decision in the later part of the meeting, the Council:

- a) Adopts the budget subject to the reductions in paragraph 8b of the Member Responsible for Finance's paper and showing Budget 2017/18 post cuts as amended in council decisions so far, and
- b) Resolves to review the recurring expenditures in paragraph 10 of that paper with the addition of the Wychwood Project and where necessary change supplier.

The motion was passed unanimously.

The Council asked that a vote of thanks to Cllr. Collingwood be recorded for his work on the Budget papers.

WTC/XX/16 EXCLUSION OF THE PUBLIC AND PRESS

Cllr. Poskitt proposed and Cllr Cooper seconded that in view of the nature of the business to be transacted the public and the press be temporarily excluded from the meeting (Public Bodies (Admission to Meetings) Act s1).

A named vote was requested:

For: Cllrs Poskitt, Collingwood, Cooper, Jay, Rasch and Robinson.

Against: Cllrs Grant, Parnes, P Redpath, Mrs T Redpath, Stokes and Yoxall

The Chairman used her casting vote in favour of the motion which was then passed.

WTC/XX/16 OUTSTANDING INVOICES

- a) The Deputy Mayor reported that no response had been received to the questions raised on the legal adviser's invoice of 31 July and it was agreed that no action be taken until a satisfactory reply had been received
- b) A quotation of £129 to replace a defective Toggle arm switch on the stair lifts in the town hall had been received following an annual service. The expenditure was authorised Nem Con.
- c) Consideration of a quotation from Carter Jonas for roofing repairs to 8 Park Street was deferred until the next meeting. **ACTION????**

WTC/XX/16 STAFF MATTER

The Deputy Mayor updated the Council on the progress of the resolution of the dispute and the merits of both sides of the dispute were discussed.

A MOTION was proposed by Cllr. Poskitt and seconded by Cllr. Collingwood that the Council accepted the settlement negotiated by its representatives.

A named vote was requested:

For: Cllrs Poskitt, Collingwood, Cooper, Jay, Rasch and Robinson

Against: Cllrs Grant, Parnes, P Redpath, Mrs T Redpath, Stokes and Yoxall

The Chairman used her casting vote in favour of the motion which was then passed.

WTC/XX/16 ARRANGEMENTS UNTIL APPOINTMENT OF NEW TOWN CLERK

A MOTION was proposed by Cllr. Collingwood and seconded by Cllr. Yoxall that:

A) A member of the Council be appointed as acting Town Clerk

B) The date for a new Town Clerk to start work will be not before 1 April 2017

C) Until a new Town Clerk is in place--

i. All invoices for payment should be authorised for payment by both the Member responsible for Finance and the Financial officer

ii. The Member for Finance shall not be a signatory on a bank payment for an invoice which he has already authorised for payment.

A named vote was requested:

For: Cllrs Poskitt, Collingwood, Jay, Rasch, Robinson, Stokes and Yoxall

Against: Cllrs Cooper, Parnes, P Redpath and Mrs T Redpath.

Abstention Cllr. Grant
The Motion was passed.

A MOTION was proposed by Cllr. Poskitt and seconded by Cllr. Yoxall that Cllr. A Grant be appointed as the Town Clerk/ Proper Officer.
For 11. Against 1. The motion was passed.

A MOTION was proposed by Cllr Poskitt and seconded by Cllr. Rasch that Cllr. Collingwood be appointed as Responsible Financial Officer.
For 9. Against 3. The motion was passed.

WTC/XX/16 TOWN PRECEPT 2017/18

A Motion was proposed by Cllr. Collingwood and seconded by Cllr Yoxall that the 2017/18 precept be fixed at £100,000.
For 8 Against 0 Abstentions 4. The motion was passed.

WTC/XX/16 GRANTS & FLAG RAISER

It was agreed to carry these matters forward to a future meeting.

WTC/XX/16 MEETING EXTENSION

It was resolved to extend the meeting until 2245 hrs.

WTC/XX/16 PLANNING APPLICATIONS

a) Ref: 16./03732/HHD-Pine Cottage, 46 Hill Rise Woodstock: Demolish single storey front and rear extensions and erect a single and two storey extension to north elevation and single storey extension to south elevation, including a new vehicular access and parking.

RESOLVED that the Council wishes to make no comment about this planning application.

b) Ref: 16/03804/FUL- 5 Hensington Road Woodstock: Change of use from residential to holiday let.

RESOLVED that the Council wishes to make no comment about this planning application.

The meeting closed at 22.40

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