

**MINUTES OF THE MEETING OF  
THE WOODSTOCK TOWN COUNCIL  
HELD AT 7.30 PM ON TUESDAY 8<sup>th</sup> NOVEMBER 2016  
IN THE MAYOR'S PARLOUR, WOODSTOCK TOWN HALL**

**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:**

**WTC/186/16 APOLOGIES FOR ABSENCE:** Cllr I Hudspeth

**WTC/187/16 DECLARATIONS OF INTEREST:**

The following Cllrs declared interests:  
Cllr E Poskitt:prejudicial pecuniary interest in item 10  
Cllr B Yoxall:: general interest in item 23

**WTC/188/16 APPROVAL OF MINUTES**

**(i) Minutes WTC Meeting Tuesday 11<sup>th</sup> October**

The Mayor apologised for the number of 'typos'. It appeared she had circulated an unedited version  
Approved subject to the correction of 'typos'

**(ii) Appendix annexed to the above minutes ref: Agenda Item 20**

Approved subject to the correction of 'typos'

**(iii) Minutes WTC Extraordinary Meeting Tuesday 25<sup>th</sup> October**

The final motion under WTC/185/16 was passed with six votes in favour (names as stated) and five votes against with Cllr Yoxall abstaining. With this amendment the minutes were approved.

**WTC/189/16 PUBLIC PARTICIPATION SESSION:** The Council

Colin Carritt (CC) spoke to his previously circulated report suggesting a possible response for WTC to the West Oxfordshire District Council (WODC) Parking Strategy. He was concerned at the 'light touch' attitude to parking and emphasised the need for short term parking. Photos of builders vans taking up parking spaces during the recent renovations of The Woodstock Arms were distributed by the speaker. He suggested that WTC should ask for a proper dialogue with WODC over parking otherwise it would remain a matter of low importance to them. He distributed a copy of his suggested reply to WODC.

Cllr. B. Yoxall referred to Item 12 Free Off-Street Parking in the Report and asked about its significance. CC said that he believed free off-street parking was a 'matter of faith' for both WODC and WTC in small market towns.  
Cllr S Parnes raised the matter of yellow lines and the enforcement of parking policies

Cllr. T Redpath was asking whether WTC would support a county wide scheme for parking enforcement on a civic basis. The priority was to maintain a dialogue with WODC.

Cllr P Jay asked CC if he agreed the benefit of charging was that the charge pays for enforcement. CC said he did but WODC would not agree to charging.

**WTC/190/16 COUNTY AND DISTRICT COUNCILLOR UPDATES**

(i) County Councillor's report : In the absence of County Cllr Hudspeth, the report was noted

(II) District Councillors' report. Cllr S Parnes asked if there had been any update on the matter of the haulage road extension from either WODC or Cherwell DC. He was advised that emails had been sent but no response had yet been received.

**WTC/191/16 COMMUNICATIONS:**

The Mayor reminded Cllrs of the ceremony at the war memorial on Remembrance Sunday at 10.45 and encouraged everyone to attend.

The mayor then asked Cllr Yoxall to speak. Cllr Yoxall told the Council that he and the Mayor had met with the view to setting aside the differences of the past. He read a statement prepared by both parties heralding a new beginning. He accepted that they would not agree on everything but they would respect one another's views. The most important was to focus on the challenges posed by the future development facing the town. The Mayor expressed her agreement with what had been said. .

Cllr P Jay proposed and Cllr Robertson seconded that the joint statement be welcomed by the Council. A vote was held: For: 10; Against: None; Abstentions: 2

**WTC/192/16 QUESTIONS:** There were no questions

**WTC/193/16 MOTIONS PRESENTED TO COUNCIL:** There were no Motions

**WTC/194/16 PLANNING** There were no Planning matters

*At this point the Mayor left the room in view of her prejudicial pecuniary interest in the next item. The Chair was taken by the Deputy Mayor.*

**WTC/195/16 UPDATES ABOUT 'LAND EAST OF WOODSTOCK' PLANNING APPLICATION**

Cllr S Parnes raised the matter of the WODC approved modifications to the Local Plan which included three sites in Woodstock. Cherwell's draft revised Local Plan also included two additional sites adjacent to the town boundary.

Cllr S Parnes wished to present a motion on these updates but this was felt more appropriate for consideration under the next agenda item.

**WTC/196/16 WODC'S PUBLIC CONSULTATION ON THE MODIFIED LOCAL PLAN**

Cllr S Parnes proposed a motion (seconded by Cllr Jay) that **WTC's Planning Advisors Kemp & Kemp be asked to assist with WTC's submission to the consultation on the modified Local Plan.**

A discussion ensued.

Cllr. J. Cooper asked why Shipton Quarry was not being developed as a brown field site. Cherwell DC should be asked to consider this possibility

seriously. The Planning Advisor should be asked to raise this. Cllr S Parnes accepted this but expressed concern that that if WTC seemed to be interfering in other areas these might come back to interfere with WTC matters. Cllr T Redpath agreed this could be a dangerous strategy.

Concern was raised about the lack of affordable housing in the Plan. Cllr.T Redpath said that the report prepared by Peter Brett Associates for WODC had not considered unmet needs for employees in Oxford City or affordable housing generally but seemed to have tacked these on as afterthoughts. Cllr T Redpath suggested an amendment: *WTC resolves to support other neighbouring parishes with a county wide scheme for affordable housing.* The amendment was agreed *nem con.*

The Council held a named vote on the Motion.

In favour: Cllrs. Parnes Yoxall Stokes Jay P Redpath T Redpath Grant  
Cooper  
Against: None  
Abstentions: Cllrs. Rasch Collingwood Robertson

**RESOLVED that**

**WTC's Planning Advisors Kemp & Kemp be asked to assist with WTC's submission to the consultation on the modified Local Plan.  
WTC resolves to support other neighbouring parishes with a county wide scheme for affordable housing**

*The Mayor returned to the room at this point and resumed the Chair.*

**WTC/197/16 REPORT OF THE RESPONSIBLE FINANCIAL OFFICER – OCTOBER 2016**

Cllr Collingwood presented the reports previously circulated.

(i) List of payments for October 2016:

**RESOLVED (unanimous): that the list of payments totalling £26,629.85 inc. VAT be approved unanimously by the Council**

(ii) Bank Reconciliation

Received and Noted

(iii) Summary of Detailed Income and Expenditure

Received and approved save that Cllr S Parnes suggested that the service provided by Triumph Computer Support should be reviewed. Cllr F Collingwood agreed that this would be done in due course.

**WTC/198/16 NEW WTC NOTICEBOARD NEAR BUS STOP ON A44 OPPOSITE HANSINGTON GATE**

Discussion was deferred in the absence of a paper on the matter.

**WTC/199/16 OXFORD AIRPORT CONSULTATIVE COMMITTEE**

Cllr. T Redpath said she had noticed a hedge had been removed on the border of the airport. Cllr S Parnes said the Department of Transport required its removal for

security purposes. Cllr. P.Redpath expressed his surprise and Cllr T Redpath her regret at the loss.

**WTC/200/16 TRAFFIC ADVISORY COMMITTEE (TAG)**

(i) The Minutes of the Meeting of 12<sup>th</sup> October 2016 were presented to the Council. Cllr J Cooper noted the comments about motorcycle parking on page 3 and said this should be emphasised to Marian Wheatley at WODC.

It was asked whether any response had been received from Blenheim about the traffic problems resulting from the Countryfile Live event. The Mayor said WTC's comments had been acknowledged.

The Minutes were received with no further comments. .

(ii) Safety Advisory Group (SAG) - WTC representation had not yet been approved. Cllr J Cooper agreed to follow this up as a matter of urgency. Cllr P Jay expressed his concern about the inadequacies of the Group and suggested that a strong candidate be appointed as Council representative. Cllr B Yoxall was asked if he would consider the post but he declined at this time. It was decided to re-agenda for the next meeting when hopefully approval to be on the Committee would have been received.

**WTC/201/16 JOINT COMMITTEE FOR TOWN/PALACE DIALOGUE**

(i) Minutes from the Meeting held on 19<sup>th</sup> October were presented to the Council.

(ii) Cllr S Parnes raised two points in respect of Item 3 of the minutes. Firstly, he commented that he did not feel that the residents of Woodstock or indeed WTC had been sufficiently consulted in respect of the Review of the World Heritage Site Management Plan and secondly, he felt that the Palace failed to recognise the place the town played as a setting for the World Heritage Site.

The Mayor advised the Council that she thought yearly pass holders had been consulted.

Cllr B Yoxall asked if WTC had been officially advised of the consultation. The Mayor and Cllr J Cooper could not recall if this had happened.

Cllr Yoxall had circulated a paper suggesting answers to the questions specifically posed in the consultation:

*1. What makes Blenheim Palace special to you?* Blenheim is so special to Woodstock because of the beauty of the built fabric combined with both the natural and cultivated environment – all in such wonderful proximity to our town.

*2. Whether you think we have identified all the challenges ahead?* Woodstock Town Council recognises the cost implications of maintaining the WHS to such high standards but does not feel that this justifies the scale of development proposed in and around Woodstock to provide the necessary finance. These areas proposed for development are part of the original gift of Woodstock Palace, Park and the demesne villages. They can only be sold off by the WHS once and then that source of funding is gone. Alternative sources of finance should be sought as a priority.

*3. Whether you agree or not with the priorities we have set?* One of the most important challenges to 'enjoying the environment' which is not mentioned, is the impact on Woodstock residents of all the traffic generated by Special Events at

Blenheim. We expect more robust plans to deal with the situations created and a way of ensuring these for all the events should be a priority

An amendment to Cllr Yoxall's paper was proposed by Cllr Parnes and seconded by Cllr Jay:

**that the Palace fails to recognise the town as part of the setting for the World Heritage Site and that the Consultation has not been sufficiently brought before the town and as such the Consultation period should be extended.**

When put to the vote the amendment was carried *nem con*

**RESOLVED to add to the comments of Cllr B Yoxall that the Palace fails to recognise the town as part of the setting for the World Heritage Site and that the Consultation has not been sufficiently brought before the town and as such the Consultation period should be extended.**

(iii) The Council then considered Item 5 in the Minutes – *The Vision for Woodstock Statement*.

The Council felt there was a need for a re-launch in view of the emerging Local Plan. Cllr Parnes pointed out that a decision from the Planning Inspector would not be received until February 2017 and it might be too early to take action. Cllrs B Yoxall and P Jay felt it was better to be early rather than late and doing nothing would signal the fact that WTC has no interest in or, worse, acquiesces to the developments.. It was decided that, after discussion, Cllr B Yoxall would produce a paper for circulation to Council for comments and then delivered to residents...

#### **WTC/202/16 *PARKING IN WOODSTOCK***

##### **(i) Drama School Parking**

A letter to the Drama School proprietor raising the matter of parking by students in Banbury Road had been proposed at Traffic Advisory and a draft had been circulated to Council. Council agreed the letter should be sent by the Mayor as recommended by the Chair of the TAG. .

##### **(ii) WODC Draft Parking Strategy**

Cllr. B Yoxall presented his paper regarding the WODC Draft Parkng Strategy. He noted that WODC had done the analysis but there was nothing new therein. He felt that a dialogue was urgently needed with WODC. The Council then considered Colin Carritt's suggested responses to the Strategy and agreed they could form the basis for discussion with WODC.

A motion that WODC should have stronger enforcement of parking regulations; should charge for parking in heavily parked areas; and should have a proper scheme to deal with the problems of *bone fide* residents of the central area of the town was proposed by Cllr P Jay and seconded by Cllr B Yoxall

Views varied but Cllr P Jay summed up by saying it was a Catch 22 situation. Refusal to charge created huge congestion which drove people away on one hand but on the other hand, parking charges can drive people away as well.

The motion was put to a simple vote  
4 in favour; 7 against; 1 abstention so the motio was LOST.

It was decided that each of Colin Carritt's seven suggestions should be voted on individually.

1. WTC should acknowledge the need for additional spaces without conceding its continued opposition to substantial development of the town. Additional parking can still be demanded on the basis of Woodstock's unique position as a tourist town that is dependent on visitors to support its economy and also on account of the undoubted level of "suppressed" demand. **Agreed nem con**
2. WTC should support short term improvements to the existing car park to improve satisfaction this with a further call for a longer term view to be considered through a joint working group of WTC/WODC/OCC  
For: 8 Against :3 abstentions: 1 **Agreed**
3. WTC should support a review of on-street parking restrictions to improve the availability of spaces and make enforcement easier and seek a full consultation exercise by OCC (the highways authority)  
For : 11 Against : 1 **Agreed**
4. WTC should support this recommendation to research a residents' parking scheme and seek a full consultation exercise by OCC (the highways authority)  
For: 7 Against : 3 Abstentions: 2 **Agreed**
5. WTC should fully support increased intensity of parking enforcement in view of the high level of public support in the town that such a move would have.  
**Agreed nem con**
6. WTC should support securing S106 / Community Infrastructure Levy from new developments to create a fund to improve town centre parking in principle subject to, and recognising, its continued opposition to widespread development proposals For:7 Against:5 **Agreed**
7. WTC should support review of parking standards and planning policies for new developments needed to provide adequate off-street parking in principle, subject to, and recognising, its continued opposition to widespread development proposals For:10 Abstentions:2 **Agreed**

Cllr B Yoxall stated that general dialogue was needed between WTC, WODC & OCC regarding enforcement. Cllr T Redpath explained how the schemes worked and how WODC had no money to enforce. Cllr B Yoxall agreed he now had sufficient information to prepare and circulate a further report for comment but all comments did need to be with WODC as soon as possible.

### **WTC/203/16 ENVIRONMENT COMMITTEE**

- (i) The Minutes of the meeting held on 25<sup>th</sup> October 2016 had been circulated.

Cllr P Jay asked a question about Motion EC/37/16. He asked if the comments made were correct and also whether Cllr B Yoxall agreed with Point (a) of the Motion. Cllr Yoxall said that he did but it should be a JCTPD decision. He explained that WTC was being asked to adopt the Motion. Cllr P. Redpath commented that an earlier resolution to involve the public in Palace activities had been passed so he could see no problem.

The EC Chairman proposed and Cllr P Redpath seconded that:

*Woodstock Town Council Environment Committee confirms its disappointment and concern in relation to comments by the Chief Executive of Blenheim who said at the Traffic Advisory Committee's 12<sup>th</sup> October 2016 meeting that there were no traffic issues with the October 2<sup>nd</sup> event, that the traffic had been flowing leading up to the*

*10.30am start and that he was disappointed with press reports. Those comments seemed contradictory to time-stamped photographs, personal experiences of some Town Councillors, online comments and press reports of which Committee members are aware. The Committee is further disappointed that local residents were not informed in advance of loud noise from simulated gunfire or explosives (ie automatic weapons, mortar and cannons) during a recent filming activity at the Palace. As such, due to environmental concerns including pollution, highway congestion and noise, the Environment Committee recommends That the JCTPD (Joint Committee for Town-Palace dialogue) open its meetings to public attendance and that this motion be communicated to the Traffic Advisory Committee, the JCTPD and Woodstock Town Council .*

A named vote was held as follows:

For: Cllrs Parnes, Yoxall, Stokes, Redpath P, Redpath T, Grant, Cooper

Against: Cllr Jay

Abstentions: Cllrs Collingwood; Poskitt; Rasche, Robertson

**RESOLVED:**

**Woodstock Town Council Environment Committee confirms its disappointment and concern in relation to comments by the Chief Executive of Blenheim who said at the Traffic Advisory Committee's 12<sup>th</sup> October 2016 meeting that there were no traffic issues with the October 2<sup>nd</sup> event, that the traffic had been flowing leading up to the 10.30am start and that he was disappointed with press reports. Those comments seemed contradictory to time-stamped photographs, personal experiences of some Town Councillors, online comments and press reports of which Committee members are aware. The Committee is further disappointed that local residents were not informed in advance of loud noise from simulated gunfire or explosives (ie automatic weapons, mortar and cannons) during a recent filming activity at the Palace. As such, due to environmental concerns including pollution, highway congestion and noise, the Environment Committee recommends That the JCTPD (Joint Committee for Town-Palace dialogue) open its meetings to public attendance and that this motion be communicated to the Traffic Advisory Committee, the JCTPD and Woodstock Town Council .**

Council discussed the repairs needed at the watermeadows. A quotation had been received from Wychwood which Cllr Grant explained. Cllr P Redpath commented that Green Gym might be able to help if WTC provided materials. After discussion Cllr Parnes proposed and Cllr Grant seconded that the Wychwood quotation be accepted. A simple voted followed:

11 in favour

1 abstention

**RESOLVED : to accept the quotation presented by Wychwood Project for repair of the fence at the watermeadows.**

EC/39/16 Play Areas

This should be deferred for the present but in the meantime Cllr P Redpath would look into the possibility of the Green Gym doing some work.

(ii) Christmas Lights

A resident in Oxford Street noted that a tree had not been decorated last year and had made an offer of a donation of £200 for it to be decorated. Cllr Robertson confirmed that there was an electrical connection but it would cost £411 to decorate.

The Mayor confirmed that the difference between this contribution and the actual cost could be covered by another donor.  
The Council AGREED that the tree would be included in the Christmas lights. It was also agreed that the contract would be renegotiated in 2017 and there would need to be consideration of how to get funding.

(iii) OWEN Mumford Environment Meeting  
Deferred for the time being.

**WTC/204/16 THE FUTURE OF WOODSTOCK AND BLADON NEWS**

Cllr Jay announced that he had agreed to take on editorship of the News and would, initially at least, keep it going along the same lines. It would be independent of WTC.

Cllr Cooper called for some recognition of the retiring editors Mr & Mrs Morris. How appreciation could be shown best should be left to the Mayor's judgment. The Mayor asked for suggestions but would write on behalf of Council to thank the Mr & Mrs Morris..

**WTC/205/16 MUGA AND PLAYGROUNDS**

Cllrs Parnes and P Redpath had attended a meeting with WODC and were still waiting to hear from them regarding various matters including storage costs. They confirmed that they would report further when they had the information from WODC.

**WTC/206/16 FENCING ON NORTHERN EDGE OF MEADOW 6 AT THE WATER MEADOWS.**

It was confirmed that this matter had already been resolved.

**EXCLUSION OF PUBLIC AND PRESS**

**That in view of the nature of the business to be transacted and the public and press be temporarily excluded from the meeting (Public Bodies (Admission to Meetings) Act 1960 s.1).**

**WTC/207/16 PROPERTY:**

2 Park Street – nothing to report

4 Park Street – work has been ordered

Woodstock Community Centre – lease decisions have been made

Town Hall – nothing to report

The Cobbles – there are uncertainties relating to the agreement initially established between WTC and La Galleria. The matter would be explored and clarified and brought back to Council.

2 Market Street – rent is being paid. A tactful approach by Council's property agents to see if the tenant wanted to give up the lease was suggested

4 Market Street – nothing to report

24 Market Place – work on the window had been completed.

**WTC/208/16 FREETHS INVOICE**

Cllr Collingwood said the latest letter had been sent on 20<sup>th</sup> October 2016. He confirmed that he rang them on 7<sup>th</sup> November and no-one had been available to speak with him. A message was left but no-one called back.

The Council AGREED that the invoice should not be paid until some communication had been received.

**WTC/209/16 STAFF MATTER**



Cllr Collingwood updated Council on this matter. There was no agreement yet. Cllr P R edpath proposed a settlement offer of three months statutory pay should be offered. This alternative proposition was put forward but proposed as out of order as it would be going back on what had previously been agreed as a way forward. Cllr Jay proposed and Cllr Poskitt seconded that this proposition was out of order. A named vote was called:

For : Cllrs Collingwood; Cooper; Jay; Poskitt; Robertson; Rasch.

Against: Cllrs Grant; Parnes; P Redpath; T Redpath; Stokes; Yoxall

The Mayor used her casting vote for the resolution and Council

**RESOLVED that the proposal put forward was out of order.**

Cllr Collingwood then raised the issue of how duties might be distributed amongst Cllrs to cover the present situation. No decisions were made on this matter at this time.

Cllr Jay then proposed and Cllr Robertson seconded that Council endorses the resolution from the meeting of 25<sup>th</sup> October 2016 **that Council instructs its representatives to negotiate the best settlement that they can on its behalf.** A named vote was called

For : Cllrs Collingwood; Cooper; Jay; Poskitt; Robertson; Rasch.

Against: Cllrs Grant; Parnes; P Redpath; T Redpath; Stokes; Yoxall

The Mayor used her casting vote for the resolution and Council

**RESOLVED that Council endorses its earlier instruction that its representatives negotiate the best settlement they can on its behalf.**

The meeting closed at 10.30pm

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