

**MINUTES OF THE MEETING OF
THE WOODSTOCK TOWN COUNCIL
HELD AT 7.30PM ON TUESDAY 13th DECEMBER 2016
IN THE TOWN HALL, WOODSTOCK**

PRESENT:

Cllr. E Poskitt (Mayor)
Cllr. J Cooper
Cllr. P Jay
Cllr. S Rasch
Cllr. T Redpath
Cllr. B Yoxall

Cllr. F Collingwood (Deputy Mayor)
Cllr. A Grant
Cllr. S Parnes
Cllr. P Redpath
Cllr. E Stokes

ALSO IN ATTENDANCE: County Cllr. Ian Hudspeth, John Waite of Kemp and Kemp and 12 members of the public.

WTC/222/16 APOLOGIES FOR ABSENCE: Cllr. M Robertson

WTC/223/16 DECLARATIONS OF INTEREST:

Cllr. E Poskitt declared a prejudicial pecuniary interest in **Agenda Item 12 Major development proposals relating to land east of Woodstock** because she lives in Hedge End, and personal interests in items 13, as she is a member of WODC's Uplands planning committee and item 14, because she works for Woodstock Good Neighbours.

Cllr. J Cooper declared a personal interest in **Item 13, Planning** because he is a member of WODC and **Item 14b Grant and Donations** because he is chairman of Woodstock Youth Club.

Cllr. A Grant declared a personal interest in **Item 14b Grants and Donations** as secretary of Woodstock Youth Club.

Cllrs Parnes declared a personal interest in **Item 14b Grants and Donations** as his wife is a committee member of Woodstock Youth Club.

Cllr. B Yoxall: declared a personal interest in **Item 24** because of personal involvement in **Staff matters**.

WTC/224/16 PUBLIC PARTICIPATION: None

WTC/225/16 APPROVAL OF MINUTES:

(a) Minutes of Town Council meeting on 8 November 2016

- Page 22 WTC/189/15 Cllr. T Redpath was asking whether WTC would support a county wide scheme for parking enforcement on a civil basis.
- Page 22-3 WTC/196/16 after 'tacked these on as after thoughts', add '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.*'
- Page 23 WTC/199/16 Cllr. S Redpath should read Cllr. P Redpath
- Page 26 WTC/203/16 Cllr. S Redpath should again read Cllr. P Redpath
- Page 26 WTC/203/16 The following motion to be inserted:

The Chairman proposed and Cllr 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 12th October meeting that there were no traffic issues with the October 2nd event, that the traffic had been flowing leading up to the 10.30am start, and that he was disappointed with press reports. Those comments seem 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 (i.e. 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

- Page 27 WTC/203/16 The spelling of Christmas to be corrected.
- Page 27 WTC/204/16 Bladon should be spelt with an "O"
- Page 28 WTC/208/16 An "R" to be inserted in received
- Page 28 WTC/209/16 It was decided that as on a vote the motion had been ruled "Out Of Order", the wording should not be published in the minutes.
- Minutes of the budget meeting on 22 November 2016
- Page 2 WTC/215/16 The vote of thanks passed was to the Finance Assistant as well as to the Member Responsible for Finance.
- Page 3 WTC/217/16 The motion should have included a statement that the Terms of the Settlement should be circulated to all Councillors when signed.
- Page 3 WTC/219/16 (a) should read "A member of the Council be appointed as acting Town Clerk and Proper Officer"

WTC/225/16 COUNTY AND DISTRICT COUNCILLORS' UPDATES:

(i) District Councillors' report

Cllr. J Cooper stated that the consultant's report on parking in West Oxfordshire was being considered and the problem of Motorbike parking in Woodstock is being actively pursued but there is no timeline for the implementation of the expensive proposals.

Referring to the World Heritage Site Plan he expressed disappointment about scrutiny committee's response about buffer zone but WODC refrained from publication of concerns for fear of disregard of Woodstock's views.

In response to a question from Cllr. Parnes the Cllr Cooper confirmed that he had seen the letter to the Duke and Duchess of Marlborough from 'Residents of Woodstock' and undertook to send a copy to him.

(ii) Report from the County Councillor Ian Hudspeth

The report was noted.

In answer to a question County Cllr. Hudspeth stated that the Bus Services Bill going through Parliament would not give the County Council additional powers to instruct bus companies on their day to day operations. All services in the county are neither regulated nor subsidized.

Bids can be made through the Local Enterprise Partnership for capital funding to provide WIFI in public buildings. County Cllr Hudspeth would be, in principle, supportive of a bid for providing WiFi. However the fund has already been exhausted.

WTC/226/16 COMMUNICATIONS

A reception for Howard and Gill Morris has been arranged for 6 January 2017 in the Assembly Rooms to mark their retirement as editors of Woodstock and Bladon News.

The Council congratulates Woodstock Primary School on being in the top 250 Primary schools in the country as listed by the Sunday Times.

The Mayor's Carol Service was a successful event with eighty attendees despite the torrential rain. £150 was raised for the Mayor's charities.

The Evenlode catchment area meeting is on Thursday 15 December in Astall Leigh Memorial Hall.

The Environment Committee meeting on 20 December has been cancelled.

WTC/227/16 QUESTIONS

In response to the question submitted by Cllr Parnes: Does the Mayor agree published guidance from NALC and the SLCC (specifically, indicating that no one councillor can act as the line manager of either the clerk or other employees, and that the clerk is answerable only to the council as a whole) is sound and applicable to Woodstock Town Council and its clerk? the Mayor agreed with Cllr. Parnes

that published guidance from NALC and SLCC was that no one councillor should act as the line manager of either the clerk or other employees but this had not been Woodstock Town Council's policy in recent years. The matter was to be discussed later in the meeting under Staff matters.

WTC/228/16 DEVELOPMENT MATTERS

a) Response to West Oxfordshire draft Local Plan

John Waite of Kemp and Kemp, the Council's Planning Advisers, introduced the draft submission to WODC which concentrated on the level of housing around Woodstock and site specifics.

Cllr. B Yoxall presented an updated report on the results of the Town questionnaire and Vision statement. It was agreed that it should be an addendum to the submission.

Councillors put forward the following additional arguments to be included in the submission:

- Woodstock already has acute parking problems : no capacity for additional housing
- No public transport facilities exist for land north of Woodstock.
- 800 residents, including the landowner, have expressed opposition to development of Land East of Woodstock.
- Two town polls illustrate the local opposition to development.
- The town has been nicknamed WOODSTUCK because of the traffic congestion on Blenheim event days.
- The Planning Officer's report on the development of Long Close stated that 4 was too many dwellings per hectare, yet the Woodstock East plans have an even higher density.
- Development of Woodstock East site will turn the rural approach to the World Heritage site into an urban approach.
- The recent traffic accident outside Marlborough School resulting in school children being taken to hospital evidenced the deficiencies in the local road network.
- The SHLAA will not be determined until after the local Plan
- The additional pollution from extra traffic originating from new housing has not been assessed properly.
- Planning permission for Land East of Woodstock, including in Cherwell has been refused twice.
- Inadequate provision for primary school places. The Council's view is that WUFA should stay on its present site.
- The contents of the letter from CPRE, which Woodstock Town Council endorses.

b) Draft Response to partial review of Cherwell Local Plan 2011/31- Oxford's unmet housing need

John Waite explained that the Cherwell plan revision was different to that of WODC as it was designed only to provide 4,400 dwellings allocated to it which are needed to fulfil the City of Oxford's housing need of 14,850 dwellings for which it has no land. He introduced his draft report and then Councillors put forward the following points for inclusion if Mr Waite felt them to be appropriate:

- Land North west of Oxford Airport (Site 22)
 - ∞ The developer is proposing residential, employment and retail uses for this site. The last two are inappropriate if the sole objective is to provide additional dwellings for Oxford.
 - ∞ Housing to meet Oxford's needs should be provided as close to Oxford as possible in Option 1 (Kidlington and Surrounding area) to reduce commuting even if this is in the Green Belt. Sites in Options B to I should be ignored.
 - ∞ This land includes the site of a Roman villa which has been only partially excavated and whose boundaries are unknown.
 - ∞ In paragraph 3.3 of the draft report, Woodstock Town Council does say that nothing has

changed since the planning refusal for this site in 2014

- Land east of Marlborough School (site 25)
 - ∞ This site would generate more traffic near Marlborough School, with the already dangerous corners on a minor road, Shipton Road.
 - ∞ Development of the site would remove another option for the expansion of Marlborough School to accommodate additional pupils
- The response should endorse the comments of WODC's draft response and comment on two additional proposals:
 - ∞ Site 118 which is London Oxford Airport for which is proposed mixed use. Again the object of the consultation is only to meet Oxford's housing need, so mixed development is inappropriate. If accepted there would be the loss of a valuable local resource and employment.
 - ∞ Site 51 Land west of A44, north of Cassington Road, surrounding Begbroke Wood. The visual impact and the increase in commuter traffic into Oxford on the A44 with its single carriageway restricted by narrow bridges over the railway and canal.
- By 2031 Woodstock could have triple the number of existing houses if all these proposals were accepted.
- Cllr. Cooper does not believe that the figure of 14,850 unmet dwellings in Oxford is robust drawing attention to Southfield Golf Course and Oxford Stadium within the City which can be developed for housing.
- The unused Shipton Quarry is not included as a potential site.
- If all the Cherwell sites were developed Woodstock would be joined to Oxford by "continuous urban sprawl".
- Woodstock could be incorporated into **Wolverstock**.

The Mayor thanked Mr John Waite for his attendance his useful report and comments on it.

WTC/229/16 CPRE Email

It was proposed by Cllr. Jay and seconded by Cllr Poskitt that the acting Town Clerk should write to CPRE expressing approval of the contents and passed nem con.

WTC/230/16 PUBLIC ATTENDANCE

Council noted the high attendance of members of the public for the above agenda items and the Mayor agreed to write to thank as many of the attendees as possible for their interest.

WTC/231/16 RESPONSES TO QUESTIONNAIRE ON VISION FOR WOODSTOCK

A motion was proposed by Cllr. Yoxall and seconded by Cllr. Jay that a well presented newsletter should be circulated to residents of the town in early January and before the next Council meeting containing the results of the questionnaire.

For 9, Against 1, Abstentions 1

The Motion was carried.

A vote of thanks to Cllr. Yoxall was proposed for his efforts on the questionnaire and responses and passed nem con.

WTC/232/16 EYNHAM PARK & RIDE

Cllr. Yoxall had attended the exhibition of the scheme and felt it was a sticking plaster project demonstrating short term thinking; a more radical solution was required as executed outside Oxfordshire. County Cllr. Hudspeth responded that the County had the money only for this scheme and if it were not taken forward nothing would happen at all.

Cllr. Yoxall accepted as an amendment to his original motion to add in the complete dualling of the Cotswold line.

A Motion was proposed by Cllr B Yoxall seconded by Cllr P Jay:

Since the idea of a Park & Ride site at Eynsham was first mooted it has become apparent that major expansion of the surrounding area is envisaged. In the opinion of Woodstock Town Council this will only severely exacerbate the problems foreseen originally:

1. The P&R concept at Eynsham is likely to encourage more motorists to park in the village with the inconvenience and environmental consequences for residents.
2. Dualling Witney-Eynsham will create a bottleneck at the latter (with only single carriageway Eynsham-Wolvercote) - a similar situation as the A44 at Yarnton despite the proposal for bus lanes between Eynsham and Duke's Cut.
3. Dualling Witney-Eynsham will encourage more cars onto the road - more noise and air pollution and not as environmentally friendly as a bus lane throughout
4. OCC should be looking seriously at a more radical solution to the problems of the A40 in the form of a light railway i.e. tram/trains linking Witney with Oxford Parkway thence to the City centre and the Cowley branch line and the complete dualling of the Cotswold Line.
5. Furthermore, Woodstock Town Council is of the opinion that, complete redoubling of the Cotswold Railway Line would assist with the problems of congestion on the A40 given the strategic value of Hanborough rail station and urges the County Council to pursue this.

For 5, Against 0 Abstentions 6

The Motion was carried.

The Acting Town Clerk was to write to Oxfordshire County Council in response to the Consultation.

WTC/233/16 DEVELOPMENT PROPOSALS RELATING TO LAND EAST OF WOODSTOCK

There were no updates.

WTC/234/16 PLANNING APPLICATIONS

a) REF 16/03719/FUL- 16B Market Place Woodstock-Three new dormer windows

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

b) Ref. 16/03896/HHD 6 Market Place Woodstock – Erection of First floor extension

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

c) Ref: 16/03882/FUL 41C Oxford Street Woodstock-changes of use of ground floor accommodation from estate agency (Class A2 use) to be a mixed use comprising a health clinic (class D1 use) and retail (class A1 Use).

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

WTC/235/16 REPORT OF THE MEMBER RESPONSIBLE FOR FINANCE

It was proposed by Cllr Collingwood seconded by Cllr Cooper that the list of payments totalling £14,522.00 made in the month of November 2016 be received and accepted.

For 10, Against 0, Abstention 1

The motion was carried.

The bank reconciliation statement was noted.

The summary and detailed Income and Expenditure statement for November 2016 was noted.

The Member Responsible for Finance was asked to ascertain if there was still a £1,000 budget available for street furniture which could be used to upgrade the town noticeboards.

WTC/235/16 GRANTS AND DONATIONS

Cllr. Poskitt proposed and Cllr. Jay seconded a motion that the Council make the following donations in 2017/8:

Volunteer Link-up (West Oxfordshire)	£150
Citizens Advice Bureau (West Oxfordshire)	300
Woodstock Town Football Club: Clubhouse	100
Woodstock Town Youth: Sport equipment	550
Woodstock Scout and Guide Hut	650
Woodstock Youth Club: Revenue costs	1,000
Woodstock Charity Carnival	250
	<hr/> <u>£3,000</u>

For 10, Against 0, Abstention 1

The motion was passed.

WTC/236/16 FENCING IN NEW ROAD PLAY AREA

It was proposed by Cllr. P Redpath and seconded by Cllr. Jay that the Council buys the materials from Barlow and instructs Green Gym to carry out the repairs and passed nem con.

WTC/237/16 MINUTES OF THE RESOURCES AND GENERAL PURPOSES COMMITTEE ON 22 NOVEMBER 2016: Accepted

WTC/238/16 FUTURE OF THE MUGA: No report

WTC/239/16 HOISTING THE FLAG OVER TOWN HALL

It was agreed to approach a specified member of the public but if he was not prepared to take the position to find out who does a similar job for the church.

WTC/240/16 JOINT COMMITTEE TOWN AND PALACE DIALOGUE

Cllr. Jay agreed to draft a paper for the next meeting setting out his proposals. In the meantime Cllr. Yoxall would not contact Roger File. The Mayor expressed the thanks of Council for the efforts of Cllr. Yoxall in keeping the dialogue alive.

WTC/241/16 WOODSTOCK POLICE STATION

Cllr. Cooper proposed and Cllr. Stokes seconded a motion that a letter be drafted by Cllr. Yoxall and addressed to Mr Stanfeld, Thames Valley Police and Crime Commissioner, with a copy to The Surgery, asking what progress had been made with the future of the Woodstock police Station.

For 10, Against 0, Abstention 1

The motion was passed.

WTC/242/16 EXCLUSION OF THE PUBLIC AND PRESS

Cllr. Cooper proposed and Cllr. Poskitt seconded a motion 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).

For 11, Against 0, Abstentions 0

The motion was passed.

WTC/243/16 PROPERTY MATTERS

Cllr. Yoxall proposed and Cllr Cooper seconded a motion that a tenant at the Community Centres counter offer of rents for a two year period be accepted.

For 10, Against 0, Abstention 1

The motion was passed.

Cllr. Cooper presented and recommended a quotation for roof repairs for 8 Park Street. The quotation was accepted unanimously.

WTC/244/16 STAFF MATTERS

Cllr. Collingwood spoke to his motion to set up a staff committee and accepted an amendment that the word in paragraph 5 “verbally” be substituted by “about a member of staff orally”.

Cllr. Parnes stated that the motion was illegal and was supported by Cllr. P Redpath. Cllr. Collingwood withdrew the motion whilst the views of OALC was consulted on its legality.

WTC/245/16 EXTENSION OF MEETING

It was proposed by Cllr. Cooper and seconded by Cllr. Poskitt that the meeting be extended for 15 Minutes. A named vote was demanded.

For Cllrs. Collingwood, Cooper, Grant, Parnes, Rasch, P Redpath, T Redpath and Yoxall

Against Cllrs. Jay and Stokes

The motion was passed.

WTC/246/16 PERSONAL STATEMENT

At this point Cllr Parnes conveyed a personal statement orally expressing concern about Data Protection policies of Woodstock Town Council.

WTC/246/16 HR CONSULTANT TO ASSIST WITH NEW TOWN CLERK RECRUITMENT

Cllr. T Redpath proposed and Cllr. Cooper seconded a motion that

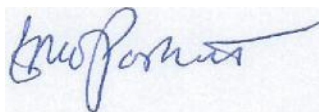
Woodstock Town Council will be recruiting a new clerk in forthcoming months. It is very important that we get this right. It I proposed that the Council employs an independent HR consultant to assist in the recruitment process. I recommend that Woodstock Town Council appoint the HR consultant retained by OALC.

For 10, Against 0, Abstention 1.

RESOLVED: Woodstock Town Council will be recruiting a new clerk in forthcoming months. It is very important that we get this right. It I proposed that the Council employs an independent HR consultant to assist in the recruitment process. I recommend that Woodstock Town Council appoint the HR consultant retained by OALC.

The meeting closed at 22.45

Signed



Date...January 10th 2017