

**MINUTES OF THE MEETING OF
THE WOODSTOCK TOWN COUNCIL
HELD AT 7.30 PM ON TUESDAY 9th JUNE 2015
IN THE MAYOR'S PARLOUR, WOODSTOCK TOWN HALL**

PRESENT:

Cllr E Poskitt (Mayor)	Cllr C Carritt (Deputy Mayor)
Cllr J Cooper	Cllr M Robertson
Cllr B Yoxall	Cllr P Jay
Cllr Mrs E Jay	Cllr S Parnes
Cllr Mrs E Stokes	Cllr T Wray

ALSO IN ATTENDANCE: 10 members of the public.

WTC/35/15 APOLOGIES FOR ABSENCE: Cllrs Louisa Maybury and Sandy Rasch and County Cllr Ian Hudspeth.

WTC/36/15 DECLARATIONS OF INTEREST: Cllr E Poskitt declared a pecuniary interest in Agenda Item 10 Updates on 'Woodstock East' Planning Application as she lives at Hedge End and left the meeting whilst this matter was discussed. The following Cllrs declared general interests:

Cllr E Poskitt: Agenda Item 9, Planning as Member of WODC who sits on the Uplands Planning sub-committee.

Cllr J Cooper: Agenda item 9, Planning as a WODC Councillor.

Cllr Mrs E Stokes: Agenda Item 9, Planning Application A) Ref: 15/01297/FUL - 8 Marlborough Crescent, Woodstock, as a neighbour of the applicant.

WTC/37/15 MINUTES: The Council

RESOLVED that the minutes of the Town Council meeting that took place on Tuesday 12th May 2015 were approved and signed as a correct record subject to the following amendments:

Minute WTC/20/15: The 'Action' was reworded to read 'The Standing Orders will be amended in due course to reflect this policy decision.'

WTC/35/15: The word 'Councils' in the first sentence of the second paragraph was amended to read 'Council's'.

The Mayor then signed the minutes.

WTC/38/15 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

Mr Richard Soanes: addressed the Council about his concerns and those of other residents living in Old Woodstock about Planning Application 15/01297/FUL – 8 Marlborough Crescent. These included safety issues, the filling in of open spaces and the effects on the view.

WTC/39/15 COUNTY AND DISTRICT COUNCILLOR UPDATES

(i) Report from County Councillor I Hudspeth: The report from Cllr I Hudspeth was received and noted.

(ii) Report from District Councillors J Cooper and E Poskitt: The report from District Cllrs J Cooper & E Poskitt was received and noted.

WTC/40/15 COMMUNICATIONS: The Mayor noted that:

- 1) On 9th June, along with several other Councillors, the Mayor attended the celebrations of the 75th anniversary of the official opening of the School. The stone was unveiled again by the 12th Duke of Marlborough and rededicated by the Bishop of Dorchester.
- 2) This morning the Mayor attended Bladon Church for the unveiling, by the Duchess of Cornwall, of the new stained glass window dedicated to Churchill. Save Woodstock demonstrators were outside the Church when the Duchess arrived.
- 3) The Bladon Church event was followed by the Duchess opening the Churchill Memorial Garden in the grounds of Blenheim Palace. There is a bust of Churchill and the design of the garden includes a path as a timeline of events in Churchill's life.
- 4) The Mayor pointed out that the Summer WTC newsletter which had just been published contained one error, namely the dates for the new Mayor should have read 2015-16 rather than 2014-15.
- 5) The Mayor announced that her charities for the year would be the Woodstock Exhibition Foundation and TESS, TESO Education Support Services. This latter charity provided secondary school bursaries and some tertiary education support for very needy children in the Teso region of Uganda.

WTC/41/15 QUESTIONS: None.

WTC/42/15 MOTIONS PRESENTED TO COUNCIL: None

WTC/43/15 PLANNING APPLICATIONS

The Mayor and Cllr J Cooper declared general interests as District Cllrs involved in Planning. The following planning applications were received and considered:

- (a) Ref15/01297/FUL – 8 Marlborough Crescent, Woodstock: Construction of side extension to No 8 to form a separate dwelling. Cllr Mrs E Stokes declared a general interest. Residents had spoken against this planning application during the public participation session. Cllr Mrs E Stokes proposed that WTC object to this planning application, Cllr P Jay seconded the motion and the Council

RESOLVED (9 votes for and 1 abstention) that it objects to this planning application on the following grounds:

- WODC policy BE4
- WODC policy BE2
- Safety concerns associated with sight lines, parking etc.

- (b) Ref: 15/01660/FUL – 17 Hensington Close, Woodstock: Erection of detached dwelling with associated parking. Cllr C Carritt proposed that WTC object to this planning application, Cllr P Jay seconded the motion and the Council

RESOLVED (6 votes for and 4 abstentions) that it objects to this planning application on the grounds of WODC policy BE2

It was noted that the Town Council objection is not because Woodstock Town Council is an adjacent land owner, but on the grounds that it is over development.

(c) Ref: 15/01904/HHD – 41 Manor Road, Woodstock: Removal of existing extension. Erection of single storey side extension. Cllr J Cooper proposed, The Mayor seconded the motion and the Council

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

ACTION: *The planning responses will be sent to WODC.*

WTC/44/15 **UPDATES ON 'WOODSTOCK EAST' APPLICATION:** Cllr E Poskitt had previously declared a pecuniary interest and left the meeting whilst this item was discussed. Cllr C Carritt took over the Chair in her absence.

It was noted that Cllrs P Jay and B Yoxall have called for a Town Meeting to be held on Wednesday 8th July in the Community Centre to consider the changed versions of the developers' plans for Woodstock East and to convey Woodstock's comments to the planning authorities.

Cllr C Carritt proposed, Cllr B Yoxall seconded the motion and the Council

RESOLVED (unanimous) that WTC invite Mr Huw Mellor, Kemp and Kemp, to report on the revisions to the proposed Woodstock East application and that he be asked to submit his report at least a week before the intended meeting on 8th July.

ACTION: *The Town Clerk will liaise with Mr Huw Mellor.*

Cllr S Parnes distributed a report and proposed a motion that was seconded by Cllr P Jay, but which he later withdrew in light of the report that is being commissioned from Kemp and Kemp.

Cllr C Carritt proposed, Cllr T Wray seconded the motion and the Council

RESOLVED (unanimous) that recognising the report from Cllr S Parnes which found considerable favour with Town Cllrs we call upon Huw Mellor to include the matters raised in his formal response to the revised application, including issues relating to the Post Office and other general retail outlets throughout the Town.

WTC/45/15 **PROPOSAL TO APPLY FOR TOWN GREEN STATUS:** Cllr E Poskitt re-joined the meeting at this point. A paper and motion from Cllr J Cooper was received and considered. The recreation land situated at the end of Cadogan Park and the Recreation Ground with football pitches off New Road/Recreation Road are both fully situated within the parish of Woodstock and have been used for lawful enjoyment of sport and pastimes by many residents of the town for well over twenty years. The long standing recreational use of the New Road/Recreation Road Ground was recently confirmed in replies to the questionnaire drawn up by the Footpaths and Open Spaces Working Group and circulated by the Town Council. Cllr J Cooper proposed, the Mayor seconded the motion and the Council

RESOLVED (unanimous) that the Town Clerk

a. in conformity with the requirements of the Commons Act 2006, Section 15(2) prepare and submit the necessary documentation to apply for separate registrations of Town Green status for

i. the Recreation Ground at the end of Cadogan Park (i.e. Bowls and Tennis Club and New Road Play Area) *and*

ii. the Recreation Ground with football pitches off New Road/Recreation Road

thus ensuring continuing availability of these areas for lawful enjoyment of sport and pastime activities *and*

- b. to ensure that notices of the approved resolution are posted on
 - i. all Council noticeboards
 - ii. the WTC webpages *and*
 - iii. that a similar notification is sent to the July 2015 edition of Woodstock & Bladon News for the purpose of obtaining the necessary local evidence required by the legislation and ensuring that all residents are fully informed of this matter *and*
- c. WTC further requests the mover and seconder of this motion to provide all the practical assistance they can to the Town Clerk in the compilation, collation and submission of the materials needed in applications for Town Green status, at the earliest opportunity.

ACTION: *The Town Clerk will progress this matter.*

WTC/46/15 **CHERWELL DISTRICT COUNCIL LOCAL PLAN 2011-2031 (Part 2: Development Management Policies and Sites Consultation)**

Cherwell District Council (CDC) has invited WTC to submit its views about what the Local Cherwell Plan Part 2): Development Policies and Sites, should contain. Cllr B Yoxall proposed the following motion that was seconded by Cllr P Jay. Cllr C Carritt asked for a named vote the result of which was:

For: Cllrs M Robertson, B Yoxall, Mrs E Stokes, P Jay, S Parnes and T Wray (6)
Against: Cllrs J Cooper, E Poskitt and C Carritt (3)
Abstained: Cllr Mrs E Jay (1)

It was therefore **RESOLVED** that the following response be sent to CDC:

- a) Woodstock Town Council's position on development in Cherwell is as reflected in the resolution passed at its meeting on 11th November, 2014 viz:

'The Council received and noted the results of the Town Poll that took place on Thursday 6th November. The Woodstock electorate of 2539 residents was asked 'do you oppose any development or urbanisation on green fields abutting and surrounding our town of Woodstock?' 544 residents voted yes, 92 residents voted no.

Cllr. Jay proposed that the Council notes the results of the Town Poll and confirms its commitment to support that motion in every available way.

RESOLVED by (9 votes to 2) that the Council notes the results of the Town Poll and confirms its commitment to support that motion in every available way.'

- b) Woodstock Town Council is further opposed to the Green Belt Review and, moreover, is involved in developing a plan and vision for this neighbourhood.

ACTION: *The Town Clerk will submit this response to CDC.*

WTC/47/15 **FOOTPATHS NORTH OF OLD WOODSTOCK**

The Council received and considered a letter from Mr Stan Scott and a report from Cllr C Carritt about the footpaths north of Old Woodstock. Cllr C Carritt proposed that in the light of the letter sent to all Councillors from Mr Stan Scott, WTC resolves to invite landowners and interested members of the public to an open discussion on the use of public and private rights of way between Old Woodstock and Stratford

Lane to be chaired by the Mayor or a Councillor so nominated by her. In calling this meeting, the Council reaffirms its present position of neutrality on the issue of extending the public rights of way network in this area. Discussion followed.

Cllr P Jay proposed and Cllr Mrs E Jay seconded an amendment whereby the second sentence would be deleted. Cllr C Carritt did not accept this amendment.

The Mayor proposed that the second sentence of the motion be amended to say that in inviting the land owners and public to this meeting, the Council wishes to go into discussion with an open mind and without a preconceived position.

Cllr C Carritt agreed to this amendment. Cllr P Jay reminded the Mayor that the Deputy Mayor had already proposed an amendment. The Mayor decided to take the second amendment first.

RESOLVED (5 votes for, 3 votes against and 2 abstentions) that in the light of the letter sent to all Councillors from Mr Stan Scott, WTC resolves to invite landowners and interested members of the public to an open discussion on the use of public and private rights of way between Old Woodstock and Stratford Lane to be chaired by the Mayor or a Councillor so nominated by her. In inviting the land owners and public to this meeting, the Council wishes to go into discussion with an open mind and without a preconceived position.

The Mayor decided that in light of this resolution the other proposed amendment from Cllr Jay did not arise.

The Mayor asked that Cllr C Carritt chair the meeting between landowners and residents as he had a better knowledge of the locality.

ACTION: *The Town Clerk will write to the landowners concerned and invite them to a meeting.*

WTC/48/15 **BLenheim LIAISON WORKING GROUP:**

It was noted that this agenda item should have been called "A Joint Committee for Town-Palace Dialogue". The Council received a report and 'Statement of Purpose' for the WTC/Blenheim Joint Committee from Cllr B Yoxall. Cllr C Carritt proposed that the Council nominations for membership of the joint committee for Town Palace dialogue should be: The Mayor, Cllr B Yoxall, Cllr P Jay, Mr Chris Baylis representing Wake Up to Woodstock and Dr Bob McGurrian representing WAG and that members be able to nominate a substitute if required. The Mayor seconded this motion.

Cllr P Jay noted that the membership of the committee is governed by its concordat and the items therein. This provides for WTC to approve the nomination of its own members up to a total of five. Cllr P Jay made the Council aware that WAG would like Mrs Trish Redpath to represent them on the committee in place of Dr McGurrian. Cllr P Jay asked that this be an amendment to the proposed membership and the proposer and seconder accepted this amendment. Discussion followed.

Cllr P Jay proposed a further amendment to the WTC nominated membership of the group so that it is The Mayor, Deputy Mayor, Cllr B Yoxall, Mrs T Redpath and either Cllr Parnes or Cllr P Jay. The proposer and seconder did not agree to this amendment. The Mayor and Deputy considered that the membership should be broader than this and that Wake Up to Woodstock represented a significant portion of the town.

During the following discussion it was agreed that when the group next meets it be proposed that County Cllr Ian Hudspeth be invited to become a member of the group as an additional member - not as a replacement to either side as he has a role on transport analysis that would be of benefit. Cllr M Robertson left the meeting briefly at this point.

Cllr P Jay proposed further amendment, seconded by Cllr S Parnes that Mr C Baylis and Cllr P Jay be removed from the WTC membership and replaced by Cllr S Parnes and the Deputy Mayor. Cllr M Robertson returned at this point. A vote was taken and the amendment fell (2 votes for, 4 votes against and 4 abstentions).

The main motion was then put. A Cllr asked for a named vote the result of which was:

For: Cllr J Cooper, Mrs E Jay, B Yoxall, E Poskitt and C Carritt (5)

Against: Cllrs S Parnes and P Jay (2)

Abstentions: Cllrs T Wray, M Robertson and Mrs E Stokes (3)

RESOLVED that that the Council nominations for membership of the joint committee for Town Palace dialogue should be: The Mayor, Cllr B Yoxall, Cllr P Jay, Mr Chris Baylis representing Wake Up to Woodstock and Mrs Trish Redpath representing WAG.

ACTIONS: that when the Joint meeting next meet the Blenheim Estate representatives will be asked to give their agreement for:

1. Cllr I Hudspeth to be invited to become an additional Member of the committee.
2. Members to nominate substitutes to attend meetings in their place.

Cllrs P Jay and S Parnes left the meeting at this point.

WTC/49/15 REQUEST FOR AN ADDITIONAL MEMBER OF WOODSTOCK TOWN COUNCIL TO JOIN THE OXFORD AIRPORT CONSULTATIVE COMMITTEE

WTC received and considered the response of the Oxford Airport Authority to its request that Cllr J Cooper become an additional member representing WTC on the Oxford Airport Consultative Committee. The Chairman of this committee has confirmed that WTC can only have one member and so WTC

RESOLVED (unanimous) that Cllr J Cooper will stand in as Cllr S Parnes' replacement as required.

WTC/50/15 REPORT OF THE RESPONSIBLE FINANCIAL OFFICER – JUNE 2015

The Council received and considered the report of the Responsible Financial Officer.

(i) List of payments

RESOLVED

That the Council resolve to approve the list of payments totalling £23,101.81 made in the month of May 2015.

(ii) Bank Reconciliation Statements: The Council received, considered and noted the bank reconciliation statements for May 2015.

(iii) Summary and Detailed Income & Expenditure Statements: The Council received, considered and noted the summary and detailed income & expenditure statements for May 2015.

WTC/51/15 MAYOR'S COMMITTEE:

The Minutes of the Mayor's Committee that took place on 26th May 2015 were received and considered. The following matters were specifically discussed:

1. Bloom
The membership of the 'Bloom' working group should have been confirmed at the Town Council meeting that was held on 12th May. The Mayor and Cllr J Cooper confirmed that they are both willing to continue on 'Bloom'.
2. Youth Club
The Youth Club constitution had recently changed and it will not be possible for Cllr S Rasch to join the committee as an additional Town Cllr although she had expressed a wish to do so at the May Town Council meeting.

Cllr Mrs E Stokes offered to stand down if Cllr S Rasch wanted to join but the Mayor reported that since this meeting of the Mayor's Committee she had spoken to Cllr S Rasch who has confirmed that she is happy for Cllr Mrs E Stokes to continue as the WTC representative on the Youth Club.

WTC/52/15 REPORT FROM THE CHAIRMAN OF NEIGHBOURHOOD PLAN WORKING GROUP

A report from Cllr B Yoxall was received and noted. Cllr J Cooper responded to Cllr Yoxall's claim that he had been involved in secretive meetings with Blenheim Estate.

WTC/53/15 LIBERTEAS

A report from the Mayor was received and noted. It is envisaged that at 2.30pm on Sunday 14th June a Town Crier will make residents aware of the dramatization taking place on the Market Place at 2.45pm when rowdy barons will try and wrest power from the King. Free teas, coffees and cakes will then be provided in the Town Hall. Several of the original Woodstock Town Charters usually kept in the Oxfordshire County Archives will be on display in the Town Hall. It is hoped that someone will be available to talk about the tapestries in the Assembly Room. It is hoped that the bells will also be rung. Cllrs were invited to come along and help.

WTC/54/15 COMMUNITY HALLS NEWSLETTER

Cllrs received and considered the ORCC Community Halls Newsletter dated June 2015. Discussions followed about the suggestion that the Government might either end the Landfill Communities Fund (LCF) and use the tax receipts as income for Central Government or reform the LCF to ensure a swifter flow of funds to communities carrying out the projects.

RESOLVED (unanimous) that WTC will respond and confirm that it would like the Government to retain a reformed scheme as a potential future source of funding for its community or others.

ACTION: *Cllr B Yoxall will compile and submit the WTC response before the 11.45pm deadline on 10th June 2015 and copy his response to Simon Hoare now MP for North Dorset.*

EXCLUSION OF THE PUBLIC AND PRESS: The Mayor proposed, the Deputy Mayor seconded the motion and the Council.

RESOLVED (unanimous) that because the nature of the business to be transacted was sensitive the public and press be temporarily excluded from the meeting (Public Bodies (Admission to Meetings) Act 1960 s.1).

WTC/55/15 PROPERTY REPORT

The Council received and considered the report from the Council Member for Property. The following was noted:

- (i) External Redecoration of Town Hall. It was noted that the external re-decoration of the Town Hall will be undertaken in August. The contractors will undertake the work using a 'cherry picker'. CJ and the contractors will liaise with La Galleria and the Auto Club shop at the Town Hall before commencing work to ensure that the work does not obstruct trade. They will park the 'cherry picker' in such a way that it will not obstruct or otherwise affect weddings.
- (ii) 2 Market Street. Cllrs were updated about plans to progress the internal decoration of this property.
- (iii) Bowls and Tennis Club. CJ has sent letters to four properties about the boundary and is currently liaising with the club about granting licence to allow the caretaker access to the club across WTC land. It is suggested that the cost of the licence should be shared equally between WTC and the Bowls and Tennis Club.
- (iv) Chandelier in Mayor's Parlour. The chandelier currently has suspension issues that need to be addressed. The CMFP proposed, Cllr J Cooper seconded the motion and the Council

RESOLVED (Unanimous) that Madson Black be contracted to adjust and fix the ceiling rose at a cost of £468.00 plus VAT and also change the 24 lamps in the Mayor's Parlour and Town Hall Foyer to 3 Watt LEDs at a total cost of £352.32 plus VAT.

It was noted that each LED lamp should last approximately 35000 hours (as opposed to the current lamps that last approximately 2,000 hours). The current lamps will be kept and used as replacements for the chandeliers in the Assembly Room.

ACTION: *The Town Clerk will instruct Madson Black to undertake the work.*

- (v) Committee Room at Community Centre. Carter Jonas is currently following up an approach by someone who wishes to lease the committee room at the Community Centre. It was noted that WTC would need to provide alternative storage for items currently kept in this room.

The Council then went back into public session.

The meeting closed at 9.56 pm

Signed Date