

**MINUTES OF THE MEETING OF THE
WOODSTOCK TOWN COUNCIL HELD AT 7.30 PM ON TUESDAY 11th MARCH 2014
IN THE MAYOR'S PARLOUR, WOODSTOCK TOWN HALL**

PRESENT:

Cllr J Cooper (Mayor)
Cllr C Carritt
Cllr S Parnes
Cllr Mrs E Jay
Cllr E Poskitt
Cllr L Maybury

Cllr M Robertson (Deputy Mayor)
Cllr B Yoxall
Cllr Mrs V Edwards
Cllr P Jay
Cllr Mrs E Stokes

ALSO IN ATTENDANCE: 10 members of the public.

WTC/279/13 APOLOGIES FOR ABSENCE: Apologies for absence were received from Cllr T Wray and County Cllr Ian Hudspeth.

WTC/280/13 TO RECEIVE DECLARATIONS OF INTEREST: No pecuniary interests were declared. The following general interests were recorded:

Cllr S Parnes: Agenda Item 10 (i) (a) Planning Application Ref: 13/0982/P/FP, Land to NE of Marlborough Scholl Shipton Road, Woodstock as he resides on a development near a field that is subject of a pending planning application, and Agenda Item 10 (v) Planning, Disposal of Local Authority Land in Woodstock as he is party to an FOI request related to this matter.

Cllr P Jay: Agenda Item 10 (i) (a) Planning Applications Ref: 13/0982/P/FP, Land to NE of Marlborough Scholl Shipton Road, Woodstock as he resides in Banbury Road, Ref: 14/0210/P/LB, Woodstock Arms 6-8 Market Street, Woodstock because he has family members that work for this establishment, and also Agenda Item 15, Environment Committee as he has a possible prejudice in favour of development and against skateboards.

Cllr E Poskitt: Agenda Item 10 Planning as a West Oxfordshire District Cllr who sits on the Uplands Sub Committee and 10 (i) (f)), Ref: 14/01238/P/FP, 10 Cadogan Park as she knows the applicant.

The Mayor: Agenda Item 10 Planning, as a West Oxfordshire District Cllr involved in planning and planning application 10 (i) (f) Ref: 14/01238/P/FP, 10 Cadogan Park as he knows the applicant

WTC/281/13 MINUTES:

The minutes of the Town Council meeting that took place on Tuesday 11th February 2014 were approved and signed as a correct record subject to the following amendment:

WTC/263/13, Communications. The word 'Officer' was deleted from the first sentence and replaced by the word 'Assistant'.

The Mayor asked for the Council's agreement to reorder the agenda so that the Public Participation agenda item to be taken just before the agenda item about planning and the agenda item about the Community Safety Partnership would be taken next. Cllrs agreed to the suggested re-ordering of the agenda.

WTC/282/13 COMMUNITY PARTNERSHIP MEETING 6TH FEBRUARY 2014

The Council received and noted an oral report from Mr Ron Spurs from West Oxfordshire District Council (WODC) about the Community Safety Partnership. This scheme is funded by the Police Crime Commissioner to deliver a four year strategy that is updated annually by WODC. It currently supports organisations addressing domestic violence and presenting citizen classes in schools. It is also running

projects with the managers of licensed premises to deter underage drinking, with young people to increase their internet safety and to address problems with drug and alcohol abuse, and with hoteliers and taxi firms to try and prevent child sexual exploitation. The Council thanked Mr Spurs for his presentation and attendance at the meeting.

WTC/283/13 COUNTY AND DISTRICT COUNCILLOR UPDATES

(i) Report from County Councillor I Hudspeth

The Council received and noted the March report from County Cllr I Hudspeth.

(ii) Report from District Councillors J Cooper and E Poskitt

The Council noted the March report from District Cllrs J Cooper & E Poskitt.

WTC/284/13 QUESTIONS:

The following question was submitted to the Mayor by Cllr S Parnes under Standing Order 8:

What assessments have been undertaken or scheduled, by Woodstock Town Council, to assess predicted noise output from the skate facility planned as part of the play area refurbishment at the Budds Close play area (particularly in relation to potential noise impact upon residential dwellings at Budds Close and Spencer Close which border the field on which the skate facility will be located, as well as the even closer potential dwellings which are the subject of controversial planning application 13/0982/P/FP)?

Aside from micro-scooter riders, skate facilities also routinely attract skate board, roller blade, BMX equipment, and other equipment users. Noise from skate facilities in other locations has resulted in environmental health complaints from neighbouring residents, and led to imposed measures such as installation of sound barriers, restricted hours or even removal of the facility altogether.

What assurances can the Mayor offer towards community and neighbourhood confidence that the planned skate facility at Budds Close would not generate unreasonable noise disturbance to the nearest residential dwellings, whether already built or prospective/planned?

The Mayor said that the installation of some scooter and skateboard facility was supported in the consultations held with residents previously but no decision has yet been made concerning the precise equipment to be installed at Budds Close. A meeting is being held tomorrow afternoon with interested residents and their views will be heard and considered. There will also be a meeting with young people attending the scooter club to discuss their preferences. When all the necessary information has been compiled a final decision will be made in the context of expert advice from the play specialists involved. Noise impact will be considered as part of that decision.

WTC/285/13 COMMUNICATIONS:

The Mayor invited Cllrs to the official opening of the OWL extension on Saturday 12th April 2014. Mrs Rachel Faulkner, the Administrative Assistant has recently resigned from the council and the Mayor thanked Rachel for her work for the council. The Mayor reported that the Marlborough School has appointed a new Head Teacher, Mr Andrew Hanlon who will take up his post in September. The Mayor has invited Mr Hanlon to attend the Annual Town Meeting. It was noted that a small amount of staging will be required outside the Town Hall for the Passion Play that will take place on Sunday 13th April. The Mayor reported that Blenheim Estate had proposed bringing CLA organisers to meet Cllrs at the Town Hall at 4pm on

Tuesday 6th May to explain the proposals for this year's Game Fair. This offer was accepted.

WTC/286/13 MOTIONS PRESENTED TO COUNCIL:

All of the motions submitted to council related to agenda items and were therefore taken when the relevant agenda item was discussed.

WTC/287/13 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA:

Dr R McGurrin, Chairman of WAG, addressed the council about the revised Pye planning application for the field NE of Marlborough School in the Shipton Road. He said that a local person who had recently applied to build two houses in the garden behind their house in this area of Woodstock had been advised by the planning officers at WODC that it would probably be refused on the grounds of traffic problems. He queried why WODC had not advised Pye that their application was also likely to be refused on the same grounds as this development will create more traffic congestion along Shipton Road. The Mayor noted that it is the County Council that advises WODC about traffic matters and therefore suggested that Dr McGurrin send his comment to OCC.

WTC/288/13 PLANNING:

The Mayor and Cllr E Poskitt declared general interests as District Cllrs involved in Planning.

(i) Planning Applications

The Council received and considered the following planning applications:

a) Ref: 13/0982/P/FP, Land to NE of Marlborough School, Shipton Road, Woodstock: Erection of 64 residential dwellings including 32 affordable homes, new access for vehicles, pedestrians and cyclists, formal open space, car parking and landscaping improvements. Cllrs P Jay and S Parnes both declared a general interest. Cllr S Parnes proposed that the Council:

1. Aware of Pye Homes' action to have its planning application 13/0982/P/FP for 64 homes on the field between the Marlborough School and Budds Close taken out of abeyance through submission of an amended application containing "material change",
2. Having regard to WTC resolutions (a) on the Town's prevailing position opposing further residential development in consideration of the previous Local Plan, and (b) in relation to WTC's commitment to seek advice, on proposed major residential developments, from the Town's retained consultant Mr Huw Mellor and to make such advice available to bona fide residents,
3. Having regard for the fact that WODC has not yet published the SHMA document despite previously publicised expectations that it would do so in January, and then in February,
4. Having regard to recent planning approvals for new flat blocks along the Shipton Road / Hensington Road corridor, and
5. Aware of the 27 March 2014 deadline for responses to the amended application above,

Resolves: a) To instruct Huw Mellor to advise on the material changes to the amended planning application, and (b) to request Huw Mellor's presence for 30-60 minutes at the Annual Town Meeting on 18th March; and (c) to hold an

Extraordinary Town Council Meeting on March 25th for purposes of determining WTC's response to said planning application. This motion was seconded by Cllr P Jay.

Discussion followed during which the proposer and seconder agreed to delete part (c) of the motion as Mr Mellor is already being invited to attend the Annual Town Meeting and the Mayor reported that the Head of Planning at WODC has already confirmed that this planning application will not be considered by WODC in April 2014. The motion as amended was then put. Cllr S Parnes asked for a named vote the results of which were:

For: Cllrs E Poskitt, S Parnes, Mrs E Jay, P Jay, Mrs E Stokes, B Yoxall and J Cooper (7)
Against: None
Abstained: Cllrs L Maybury, Mrs V Edwards, C Carritt and M Robertson (4)

RESOLVED that Huw Mellor will be asked to advise on the material changes to the amended planning application and attend for 30-60 minutes at the Annual Town Meeting on 18th March.

Cllr P Jay proposed that the council objects to the development proposal for land north-east of Marlborough School in Woodstock (Application no 13-0982-P-FP) on the grounds that:-

- a) as it not a site recognised in WODC LDF any departure from this document needs to have a clear and compelling case. There is a sufficient land bank within WODC for this not to be the case;
- b) it has concerns regarding more traffic on the Shipton Road as this area is not served by a regular 'bus route therefore encouraging residents to drive. The distance to the nearest regular bus service is beyond the recommended guidelines in LTP3, SD1. This is against policy BE3. During peak hours with the school run Shipton Road is frequently blocked by the traffic. This encourages traffic to go towards Kidlington rather than the town centre;
- c) This site is contrary to policy BE4, Open space within or adjoining settlements;
- d) This site could not be considered as infilling or rounding off as per policy H7;
- e) This site is contrary to policy T2 as it does not improve pedestrian & cycle facilities; and
- f) This site is contrary to policy T3 as it does not protect or improve public transport facilities as it too far from commercial 'bus routes.

Cllr B Yoxall seconded the motion but asked for an amendment whereby the following words were added to the end of (b) "Moreover the access to the site is very close to a dangerous bend in the road." Cllr P Jay accepted this amendment. Discussion followed during which the Mayor noted that he considered Shipton Road to have a unique factor within West Oxfordshire as it has a primary school at one end of the road and a secondary school at the other end which results in regular gridlock. The vote upon the motion as amended was then taken and the council

RESOLVED (unanimous) that Woodstock Town Council **OBJECTS** to the development proposal for land north-east of Marlborough School in Woodstock (Application no 13-0982-P-FP) on the grounds that:-

- a) as it not a site recognised in WODC LDF any departure from this document needs to have a clear and compelling case. There is a sufficient land bank within WODC for this not to be the case;

- b) it has concerns regarding more traffic on the Shipton Road as this area is not served by a regular 'bus route therefore encouraging residents to drive. The distance to the nearest regular bus service is beyond the recommended guidelines in LTP3, SD1. This is against policy BE3. During peak hours with the school run Shipton Road is frequently blocked by the traffic. This encourages traffic to go towards Kidlington rather than the town centre. Moreover the access to the site is very close to a dangerous bend in the road.
- c) This site is contrary to policy BE4, Open space within or adjoining settlements;
- d) This site could not be considered as infilling or rounding off as per policy H7;
- e) This site is contrary to policy T2 as it does not improve pedestrian & cycle facilities; and
- f) This site is contrary to policy T3 as it does not protect or improve public transport facilities as it too far from commercial 'bus routes.

ACTIONS:

1. *The Town Clerk will send a copy of the recent correspondence from Kemp and Kemp to Dr McGurrin.*
2. *Cllr C Carritt will post a copy of this information on the WTC web site.*

b) Ref: 14/0151/P/FP, 6 Union Street, Woodstock. Change of use of land to domestic curtilage and erection of a double garage with studio over. Erection of two storey side extensions to existing dwelling. Cllr S Parnes proposed that WTC objects to this planning application on the grounds that:

- a) The application contradicts the fundamental principle that planning consent runs with the land and not an individual; this, because the applicant is seeking planning consent for change of use and alterations to land that is still publicly owned by the Local Authority (LA). If consent is granted its implementation will be effectively limited to the owners of the properties even if the applicant will not succeed to purchase the property from the LA. Consent would therefore be tantamount to permission for specific individuals only, rather than running with the land.
- b) The application renders the prospect of appreciation in value of the publicly owned land biased exclusively towards the owner of 6 Union Street contrary to market principles, because the land is not offered for publicly advertised sale or auction by the LA.
- c) This planning application constitutes a means of inflating the value of the Union Street garage where changes of use cannot be achieved by the current owner.
- d) The application ultimately entails ambitions for a larger dwelling capable of accommodating more occupants but without any increase in parking spaces.
- e) The adjacent expansive area around Woodstock Police Station which will soon be sold is attracting interest and prospects that are highly likely to affect the value of the LA's Union Street garage and therefore the planning sub-committee should not be involved in what would be a premature sale of publicly owned land.

Cllr P Jay seconded this motion. Cllr S Parnes called for a named vote the result of which was:

For: Cllrs S Parnes and P Jay (2).
 Against: Cllrs E Poskitt, Mrs E Jay, Mrs E Stokes, B Yoxall, L Maybury, Mrs V Edwards, C Carritt, M Robertson and J Cooper (9)

The motion therefore fell.

Cllr E Poskitt proposed, Cllr Mrs V Edwards seconded and the Council

RESOLVED (11 votes for and 1 against) that WTC wishes to make no comment about this planning application.

c) Ref: 14/0190/P/FP, 2B Hensington Close, Woodstock: Erection of two storey front extension. Cllr D Poskitt proposed, Cllr P Jay seconded and the Council

RESOLVED (10 votes for and 1 abstention) that WTC **OBJECTS** to this planning application because WODC originally rejected it on the grounds of it being a too tight development therefore any alterations are not accepted.

d) Ref: 14/0192/P/FP, 35 Shipton Road, Woodstock: Erection of two storey side extension and front porch.

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

e) Ref: 14/0210/P/LB, Woodstock Arms 6-8 Market Street, Woodstock: Erection of new signage and lighting to front elevation. Cllr P Jay noted that he had family members that worked for this establishment and so would not take part in the vote. Cllr C Carritt proposed, Cllr E Poskitt seconded and WTC

RESOLVED (7 votes for and 3 abstentions) that WTC **OBJECTS** to this planning application because it is excessive advertising on a listed building in a conservation area.

f) Ref: 14/0238/P/FP, 10 Cadogan Park, Woodstock: Erection of conservatory to rear elevation. The Mayor and Cllr E Poskitt declared a general interest as they both know the applicant.

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

g) Ref: 14/0248/P/FP, 48 High Street, Woodstock: Change of use to beauty salon.

RESOLVED That WTC wishes to make no comment about this planning application

ACTION: *The administrative officer will send the planning responses to WODC.*

h) OCC Ref: MW.0015/14, Slape Hill Quarry, A44 Glympton, Nr Woodstock Planning application for the Section 73 application for variation of condition 1 attached to planning permission 08/1235/P/CM to extend time period for cessation of use of the land for importation, processing, sorting, storage and transfer of waste and recycled materials and for the siting of a mixed waste recycling/skip compound from 20th May 2014 to 20th May 2019. Cllr C Carritt proposed, Cllr Mrs E Stokes seconded and the Council

RESOLVED (unanimous): that WTC **OBJECTS** to planning application 08/1235/P/CM for an extension of time before the cessation of use of land at Slape Hill, Wootton, Woodstock for the disposal and recycling of waste. On 11th October 2011 under minute WTC/151/11 (iii) WTC resisted an intensification of the use of Slape Hill Quarry as a waste facility on the grounds of excessive and unreasonable increases of HGV traffic through the centre of Woodstock where there are inadequate footways and a carriageway structure acknowledged by OCC to be below acceptable standards. WTC has not changed its view and is mindful that Sheehans have already been given an extension of time but have failed to take

proper steps to find alternative facilities. WTC notes that the Suzie Coyne Partnership, in drawing up the Sheehans statement to OCC states:-

1. In para 1.3 that “[Sheehans] have been unable to secure a new site for their skip business”. WTC considers it unreasonable for the community of Woodstock to bear the continued burden of Sheehan’s inability to negotiate terms for an alternative skip site.
2. In para 3.2 that “the skip waste recycling activities involve the import of approx. 35,000 tonnes per annum.” At 20 tonnes per load (and many are less) that equates to 1750 HGV movements EACH WAY per annum or 20 HGV movements per day (based on a 200 day working year)
3. In para 4.5.4 “no concerns have ever been reported either about the highway safety or environmental affects of traffic”. This is clearly not the case as traffic was the Council’s main objection as its minute of 11 October 2011 demonstrates.

ACTION: *The Town Clerk will notify OCC of WTC’s objection and copy this to County Cllr I Hudspeth.*

(ii) Naming of a New Development

Cllrs received and considered an email from WODC and updated information from the Mayor about the naming of a new development at Shipton Road, Woodstock. Cllr C Carritt had prepared a motion on this item but this was not put as the Mayor had spoken to WODC officers and assured Cllrs that WODC would be content to call the new development Octaves Court.

RESOLVED that WTC would like the new development at Shipton Road to be called “Octaves Court”.

(iii) Consultation on Draft Oxfordshire Minerals and Waste Local Plan: Core Strategy. Cllrs received and considered the OCC consultation.

RESOLVED that WTC wishes to make no comment.

(iv) Delayed Publication of Strategic Housing Market Assessment (SHMA)

A report from Cllr Parnes on information related to delay in WODC’s publication of the SHMA, and related updates was noted.

(v) Disposal of Local Authority Land in Woodstock

Cllr S Parnes declared general interest. He presented an oral report that was noted by the Council.

WTC/289/13 CONDUCT OF COUNCIL MEETINGS

The following motion proposed by Cllr B Yoxall was brought forward from the February 2014 Town Council: that WTC Standing Order number 6q be amended so that the following words are added at the end “except by leave of the Chairman” and take the opportunity to review any other Standing Orders requiring revision. This motion was seconded by Cllr Mrs E Jay and discussion followed. Cllr C Carritt proposed an amendment whereby after the word “Chairman” a full stop and the following words were inserted “Where such leave is allowed the further time allowed will not exceed 2 minutes”. Cllrs B Yoxall and Mrs E Jay accepted this amendment and WTC

RESOLVED that WTC Standing Order number 6q be amended so that the following words are added at the end “except by leave of the Chairman. Where such leave is allowed the further time allowed will not exceed 2 minutes” and take the opportunity to review any other Standing Orders requiring revision.

ACTION: The Town Clerk will arrange for the Standing Orders to be updated.

WTC/290/13 STREET TRADING POLICY

Cllrs S Parnes asked Cllrs to agree to defer this item until the April Town Council meeting as the policy documents had not yet been received. Cllrs agreed to do so.

WTC/291/13 REPORT OF THE RESPONSIBLE FINANCIAL OFFICER – MARCH 2014

The report of the Responsible Financial Officer was received and noted.

(i) List of payments for February 2014

RESOLVED That the list of payments totalling £48,004.86 made in the month of February 2014 were received and approved.

(ii) Bank Reconciliation Statements for February 2014

The council received and considered the bank reconciliation statements for February 2014.

(iii) Summary and Detailed Income & Expenditure Statements for February 2014

The council received and considered the summary and detailed income & expenditure statements for February 2014.

(iv) Repeal of s.150(5) of the Local Government Act 1972:

A report from the Finance Assistant was received and noted.

(v) Year End Procedure:

A report from the Town Clerk was received and considered. The paper recommended that WTC receive the annual accounts in May so that the minutes can be formally approved at the June Town Council meeting and signed before the Annual Return and minute extract are submitted to the external auditor.

RESOLVED (unanimous)

That the WTC end of year accounts and Annual Return are either:

1. Considered at the monthly Town Council Meeting that takes place in May each year, or
2. Are taken at a separate ETC to be held immediately before the committee meeting that is already scheduled to take place a fortnight later.

WTC/292/13 DRAFT REGULATIONS: OPENESS OF LOCAL GOVERNMENT BODIES DRAFT REGULATIONS (FILMING AND RECORDING OF MEETINGS)

The Council received and considered the Government proposals for the filming and recording of meetings. Cllr C Carritt proposed that:

Should the government enact these draft regulations the Town Council resolves to amend standing orders as follows:-

1. anyone wishing to record a meeting (or part of it) must notify the Clerk at least 24 hours in advance of the start of the meeting. Applications shall not be unreasonably refused.
2. where a meeting is to be so recorded the entire meeting, including confidential sessions, shall also be recorded by the Council and the recording archived for 12 months.
3. nothing other than portable hand held recording equipment shall be used in the Council chamber

The reason for this resolution is to avoid the editing of recordings and subsequent extracts being taken out of context. A Council recording will provide a cross check against possible unscrupulous editing.

Cllr B Yoxall seconded this motion and discussion followed. Cllr P Jay explained the difficulties of successfully recording meetings and noted that no person can be obliged to wear a microphone against his or her wishes and suggested that the council recording will be unintelligible if not all Cllrs are "miked up". Cllr Mrs V Edwards noted that there were now many ways of recording meetings.

The proposer and seconder amended the motion following advice from the Town Clerk. Item 2 was amended to delete the word "for 12 months" and insert "for as long as it could be admissible in a court of law" and the following words added to the end of item 3 "and members of the press and public shall take all items of recording equipment out of the room if the Council goes into confidential session".

RESOLVED (6 votes for, 1 vote against and 4 abstentions)

That should the government enact these draft regulations the Town Council resolves to amend standing orders as follows:-

1. anyone wishing to record a meeting (or part of it) must notify the Clerk at least 24 hours in advance of the start of the meeting. Applications shall not be unreasonably refused.
2. where a meeting is to be so recorded the entire meeting, including confidential sessions, shall also be recorded by the Council and the recording archived for as long as it could be admissible in a court of law.
3. nothing other than portable hand held recording equipment shall be used in the Council chamber and members of the press and public shall take all items of recording equipment out of the room if the Council goes into confidential session.

WTC/293/13 ENVIRONMENT COMMITTEE

The Council received and considered the minutes from the Environment Committee meeting that was held on 25th February 2014. Cllr P Jay declared a general interest. The following resolutions were made:

EC/60/13 Water Meadows (ii) Legal Opinion on Liabilities for the Mill Stream.
The Environment Committee recommended and WTC

RESOLVED that the Town Clerk be authorised to seek fees proposals and an approximate time for preparation of the legal opinion from three barristers in respect of responsibilities for the maintenance of the River Glyme millstream.

EC/66/13 Play Areas (i) Play Area refurbishments at New Road and Budds Close.
WREN requires minuted confirmation of the person who can sign the grant contract on behalf of WTC. This contract relates to the New Road play area. Cllr C Carritt proposed, the Deputy Mayor seconded and WTC

RESOLVED (7 votes for and 4 abstentions) that the Town Clerk is authorised, as the proper officer for the Council, to sign the WREN grant contract on behalf of WTC.

EC/67/13 Woodstock in Bloom.

Cllr C Carritt explained that there was now a risk that the Hoggrove Steps may no longer receive the immaculate treatment that they have received over the years. Cllr

C Carritt proposed that £500 extra be allocated to the Bloom budget to maintain the Hoggrove Steps next year. This motion was seconded by Cllr Mrs E Stokes but deferred to the April TC meeting because it had not come up during the Bloom discussions during the EC.

WTC/294/13 PROPERTY REPORT

The Council received and considered a report from Cllr Mrs V Edwards, the Council Member for Property (CMfP).

EXCLUSION OF THE PUBLIC AND PRESS

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

RESOLVED

That members of the public leave the meeting temporarily whilst the Council considered confidential information.

It was noted that:

a) 2 Park Street.

An updated quote for the repair of the bulging wall was received from Carter Jonas, based upon the structural proposal by RWA Structural Services dated June 2013. The CMfP proposed, the Mayor seconded and WTC

RESOLVED (10 votes for and 1 abstention) that Ivor Parnham Building Services Ltd be employed to repair the bulging wall at 2 Park Street for a sum of £353.00 (plus VAT).

b) 4 Park Street

The refurbishment of 4 Park Street is now complete. The CMfP noted that WC Roberts and Carter Jonas had done an excellent job and delivered the refurbishment to time and within budget. The new tenants have already moved in.

c) Town Hall – Mayor’s Parlour

Cllr B Yoxall proposed, Cllr C Carritt seconded and WTC

RESOLVED that WTC accept the offer of a free quotation for a sound system in the Mayor’s Parlour from a firm in High Wycombe.

The council then came out of confidential session.

WTC/295/13 WINTER WEATHER MAINTENANCE

The council received and considered a report from Cllr B Yoxall. OCC can now deliver free of charge 40 25kg bags of salt on a pallet and a resident has offered to store the WTC salt supply if required. It was noted that 40 additional bags would cost £100.

WTC/296/13 WAKE UP TO WOODSTOCK

The Council agreed to defer this item until the April TC meeting.

WTC/297/13 TRANSPORT AND TOURISM DEVELOPMENTS

A report from Cllr B Yoxall was received and noted.

WTC/298/13 WOODSTOCK PUBLIC EVENTS FUND WORKING PARTY:

The minutes of the meeting of the Public Events Fund Working Group that took place on 17th February 2014 were received and noted.

WTC noted that the trustees of the Woodstock Public Event Trustees had resolved that:

- a. The Trust takes note of the decisions of the Woodstock Town Council on 1 October, 2013, to amend the Fund's constitution so that the trustees have power to close the scheme and to transmit any remaining funds to a cause approved by the council, to approve the trustees' recommendation to close the fund and to approve the transfer of the money remaining in the fund to the Woodstock Youth Club;
- b. The fund be now wound up with effect on 31 March, 2014;
- c. Remaining funds (£3100) be transferred as soon as may be to the Woodstock Youth Club;
- d. They authorise the town clerk, in conjunction with Mr Nicholas Tonks, Mrs Gwen Mason, the Rev Adrian Daffern and Cllr Peter Jay to supervise and accomplish on its behalf all necessary steps with Barclays Bank to conclude the matter accordingly.

WTC/299/13 WOODSTOCK IN BLOOM

The minutes of the Woodstock Bloom meeting that took place on 15th February 2014 were received and noted. The fritillaries donated by Mr Leaning of the Good Value plant nursery had now been planted at five sites at the Water Meadows. The annual litter pick will take place at 10am on 22nd March 2014.

WTC/300/13 COMPLAINTS FROM RESIDENTS ABOUT PARKING AT CHURCHILL CLOSE

The council noted that two complaints had been received about parking outside their houses by the residents of Cottsway Flats in Churchill Close. The Mayor noted that Cottsway Housing is currently investigating the complaints.

The meeting closed at 9.40pm.

Signed Date