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2<sup>nd</sup> February, 2021

Follow the passing of the Coronavirus Act 2020 (c. 7), Councils are unable to meet in person during the COVID emergency.

Councillors are hereby summons to attend the November Town Council meeting to be held online via the Zoom video conferencing system on **Tuesday 9<sup>th</sup> February, 2021 at 7.30pm.**

Login details to use to access the meeting either virtually or by telephone are shown below:-

Join Zoom Meeting

<https://us02web.zoom.us/j/82855128843?pwd=RFpob0l0RmlRWDI2ZW5N0pySTVxQT09>

Meeting ID: 828 5512 8843

Passcode: 056177

One tap mobile

Find your local number: <https://us02web.zoom.us/j/82855128843?pwd=RFpob0l0RmlRWDI2ZW5N0pySTVxQT09>

Members of the public have no right to participate in the general proceedings of the Council meeting, with the exception of the Public Participation Session. Requests to address Council should be submitted to the Clerk at least 48 hours prior to the meeting with a written copy of what they wish to say.

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## AGENDA

1. **APOLOGIES FOR ABSENCE:** To receive and accept any apologies received prior to the meeting.
2. **DISCLOSURES OF INTEREST:** To receive disclosures of interest from councillors for any items on the agenda.
3. **PUBLIC PARTICIPATION SESSION:** Members of the public may make only one address to the council of no more than five minutes' duration.
4. **TO APPROVE THE MINUTES OF:** The minutes of the 12<sup>th</sup> January 2021 and Extraordinary Meeting 26<sup>th</sup> January 2021
5. **REPORT FROM THE TOWN CLERK:** To receive the Town Clerk's report and consider and **approve** any requests within it as required (to follow)
6. **COUNTY AND DISTRICT COUNCILLORS UPDATE:**
  - (i) To receive the monthly Parish report from CClr I Hudspeth.
  - (ii) To receive the monthly report from District Cllrs J Cooper & E Poskitt.
7. **COMMUNICATIONS:** To receive such communications as The Mayor may wish to lay before the council.
8. **QUESTIONS:**
  - (i) From Cllr S Parnes: regarding Park Street property in accordance with SO8.

**9. MOTIONS PRESENTED TO COUNCIL:**

- (i) Blenheim's recently published Annual update.

**10. PLANNING:**

To **agree** comments to be submitted to West Oxfordshire District Council in respect of the following planning applications:-

- i. APPLICATION NO: 20/03367/HHD - 34 Crecy Walk Woodstock Oxfordshire  
Erection of a two storey front extension along with single and two storey rear extensions to include alterations to facade. Extended dropped kerb for additional off-street parking.
- ii. APPLICATION NO: 20/03534/FUL - 15 Bear Close Woodstock Oxfordshire  
Erection of a dwelling
- iii. APPLICATION NO: 20/03520/ADV - Kings Arms Hotel 19 Market Street Woodstock  
Replacement sign work to public house/hotel
- iv. REFERENCE NO: 21/00217/OUT - Land North Of Banbury Road Woodstock  
Outline application with all matters reserved except for means of access for up to 250 dwellings with community space and car barns together with associated works.
- v. APPLICATION NO: 20/03532/HHD - 38 Shipton Road Woodstock Oxfordshire  
Erection of single storey front and side extensions and a two storey rear extension, together with loft conversion to create additional living space.

**11. REPORT OF THE RESPONSIBLE FINANCIAL OFFICER – JANUARY 2021:**

To receive and consider the report of the Responsible Financial Officer.

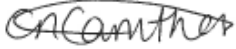
- (i) To receive the list of payments for January 2021 and note the breakdown of the CC and CP payments (enclosed): Recommendation  
That the Council resolve that the list of payments totalling £80,300.18 made in the month of January 2021 be received and approved.
- (ii) Bank Reconciliation Statement (enclosed)  
To receive and consider the bank reconciliation statement for January 2021
- (ii) Summary and Detailed Income & Expenditure Statements (enclosed).  
To receive and consider the summary and detailed income & expenditure statements for January 2021
- (iii) Internal Control Review (enclosed)  
To receive the Effectiveness of the Internal Control paper
- (v) Fixed Asset Register 2020-21 (enclosed )  
To receive the Fixed Asset Register for 2020-21 and note the additions for 2020-21.
- (vi) Risk Assessment 2020-21 (enclosed)  
To review and approve the Risk Assessment for 2020-21
- (vii) AGAR 2019-20 – to note the approval and sign off of the 2019-20 External Audit with no comments.

**12. IT PROVIDERS AND SOFTWARE PACKAGES: (enclosed)**

(i) To assess and approve provider for hosting the TC's cloud based data server.

**13. WTC PROPERTY PORTFOLIO**

To receive a Property Portfolio report from Cllr A Grant.



Cherie Carruthers  
Town Clerk

In accordance with The Local Authorities And Police And Crime Panels (Coronavirus) (Flexibility Of Local Authority And Police And Crime Panel Meetings) (England And Wales) Regulations 2020 all reports and papers relating to the meeting will be published on the Council website <http://www.woodstock-tc.gov.uk/>