MINUTES OF THE ANNUAL MEETING OF THE WOODSTOCK TOWN COUNCIL ON TUESDAY 18TH MAY 2021 AT 7.30PM HELD IN THE TOWN HALL

PRESENT:

Cllr M Parkinson (Mayor) Cllr J Lamb (Deputy Mayor)

Cllr E Poskitt Cllr A Grant
Cllr U Parkinson Cllr S Parnes
Cllr R Faulkner Cllr J Bleakley

Cllr M Manson Cllr J Spencer-Churchill
Cllr K Bailey Cllr N Manby-Brown

ALSO IN ATTENDANCE: C Carruthers (Clerk), and 3 members of the public.

WTC001/21 ELECTION OF MAYOR: Cllr M Parkinson is elected as Mayor for the municipal year.

Proposed: J Lamb Seconded: R Faulkner

Vote: For: 11 Against: 0 Abstain: 1 Resolved: Motion carried

WTC002/21 ELECTION OF DEPUTY MAYOR: Cllr J Lamb is elected as Deputy Mayor for the municipal year.

Proposed: M Parkinson Seconded: J Bleakley

Vote: For: 10 Against: 0 Abstain: 2 Resolved: Motion carried

WTC003/21 APOLOGIES FOR ABSENCE: None

WTC004/21 ELECTION OF COUNCILLORS FOR SPECIFIC ROLES:

FORMAL COUNCIL ROLES

Liaison Council Member for Finance: Cllr Dr. E.Poskitt

Liaison Council Member for Property: Cllr A.Grant Deputy : Cllr J.Bleakley

Liaison Cllr for Watermeadows: Cllr M.Manson

Liaison Cllr for Old Woodstock Line, Footpaths and Trees: Cllr M.Parkinson

Sub Position - NewTree Funding & Planting: Cllr J.Bleakley

Liaison Cllr for Playgrounds, Parks, Recreation Grounds and Green/Open Spaces: Cllr R.Faulkner

Liaison Cllr for Cemeteries, Allotments and Winter Weather Organisation: Cllr R.Faulkner

Staffing Panel: Cllr J.Lamb, Cllr U.Parkinson, Cllr J.Spencer-Churchill, Cllr R. Faulkner, Cllr K.Bailey

Christmas Lights Working Party: Cllr J.Spencer-Churchill, Cllr N.Manby-Brown, Cllr K.Bailey, Cllr J.Lamb, Cllr M. Manson

Community Development Working Group: Cllr J Spencer-Churchill, Cllr E.Poskitt, Cllr A.Grant, Cllr S.Parnes

Urgent Planning & Licensing Committee: All Cllrs with exception of the Mayor

Emergency Planning and Counter Terrorism: Cllr S.Parnes Cllr J.Spencer-Churcill

Newsletter Editor: Cllr E.Poskitt, Cllr N.Manby-Brown

Parking: Cllr K.Bailey, Cllr J.Bleakley

Town & Blenheim Dialogue Working Group: Cllr M.Parkinson, Cllr J.Lamb, Cllr U.Parkinson, Cllr E.Poskitt, Cllr R.Faulkner

WTC005/21 APPOINTMENT OF MEMBERS TO SERVE ON OUTSIDE BODIES:

COUNCIL MEMBERSHIP TO OUTSIDE BODIES

A44A: Cllr E.Poskitt, Cllr J.Spencer-Churchill

Exhibition Fund: Cllr U.Parkinson

OALC: The Mayor

Community First: Will be voted upon by the Community Development Working Group **Oxford Airport consultative Committee:** Cllr J.Spencer-Churcill Deputy Cllr J.Lamb

Public Transport: Cllr M.Parkinson, Cllr N.Manby-Brown

Traffic Advisory Committee: Cllr M.Parkinson, Cllr N.Manby-Brown, Cllr S.Parnes

Bloom: Cllr E.Poskitt

Woodstock Relief In Need Charity: Cllr E.Poskitt

Woodstock Youth Club: Cllr A.Grant

HGV Group Cllr E.Poskitt

WTC 006/21 DISCLOSURES OF INTEREST:

WTC007/21 APPOINTMENT OF PROFESSIONAL BODIES

- (a) Property Solicitor Freeth
- (b) Property Agent Breckon & Breckon
- (c) Bank Unity Trust Bank
- (d) Investment- The Public Sector Deposit Fund managed by CCLA
- (e) Insurance Zurich (3 year contract agreement)
- (f) Employment and H&R Advisors Peninsula Ltd
- (g) Water Meadow Management Wychwood Project
- (h) Tree Management Boward Trees Ltd

RESOLVED: The above are appointed for the year.

Cllr S Parnes noted that the Policies should be reviewed at the ATCM, the Clerk agreed and they would be brought back to a later meeting once reviewed.

WTC 008/21 PLANNING & LICENCING:

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

(i) <u>APPLICATION: 21/00844/LBC – 121 Manor Road, Woodstock</u> Internal and External alterations to replace front door.

RESOLVED: No objection

- (ii) APPLICATION: 21/00904/HHD 8 Meadow Walk Woodstock Oxfordshire Demolition of existing single storey side extension and construction of replacement two storey side extension. Render and weather boarding to all external elevations RESOLVED: No objection
- (iii) <u>APPLICATION NO: 21/00920/HHD 16 Crecy Walk Woodstock Oxfordshire</u> Single story front and rear extension, dormer roof extension, and rendering of whole property.

RESOLVED: No objection

(iv) <u>APPLICATION NO: 21/01114/HHD - Manor Farm Cottage 14 Manor Road Woodstock</u> Detached garden building for study space.

RESOLVED: No objection

(v) <u>21/01480/LBC - Town Hall Market Place Woodstock</u> Internal alterations to refurbish existing toilets on the ground floor and mezzanine floor above.

RESOLVED: No objection

- (vi) <u>APPLICATION NO: 21/01048/HHD 37 Blackberry Way Woodstock Oxfordshire</u> Single storey rear kitchen extension and double garage conversion to detached house **RESOLVED: No objection**
- (vii) <u>APPLICATION NO: 21/01280/HHD 7 Briar Thicket Woodstock Oxfordshire</u>
 Construction of single storey **RESOLVED: No objection**

WTC 009/21 CALENDAR OF MEETINGS: The previously circulated calendar was APPROVED, confirming the TC meeting is to be held every second Tuesday of the month with the exception of August and December, however the meeting in June 2021 will be held on the third Tuesday.

WTC 010/21 STANDING ORDERS AND FINANCIAL REGULATIONS:

Cllr E Poskitt reaffirmed the motion of October 2020 where the model Standing Orders be amended to non-gender specific labelling. Cllr S Parnes suggested adopting the Model Standing orders and the bring back the amended version for the new Council at the June meeting.

Proposed: M Parkinson Seconded: A Grant

"that the Standing Orders and Financial Regulations get adopted at this meeting with future amendments to be brought back to Council"

Vote: For: 12 Against: 0 Abstain: 0 Resolved: Motion carried

Chair: Date:

The meeting closed at 9:10pm