



Woodstock Town Council

The Town Hall, Woodstock, Oxford, OX20 1SL

Telephone: 01993 811216

Website: www.woodstock-tc.gov.uk

Town Clerk: Marzia Sellitti

To: Members of the full Council

Cllrs: Bailey, Bleakley, Faulkner, Grant, Lamb, Manby-Brown, Manson, M. Parkinson, Parnes, U. Parkinson, Poskitt, Spencer-Churchill.

You are summoned to attend a meeting of the Full council to be held in The Town Hall, Woodstock on Tuesday 12th October, 2021 at 19.30 pm.

Members of the Public who wish to attend the meeting must wear a face mask at all times and have a negative lateral flow test result at least 48 hours prior to the meeting.

AGENDA

1. Apologies for Absence

To receive and accept apologies for absence.

2. Minutes of last meetings

Tuesday 14th September 2021 (attached)

Extraordinary Meeting Wednesday 22nd September (attached)

3. Declarations of Interest

To receive declarations of interest in items on the agenda.

4. Public Speaking and Question Time

This period of time designated for public speaking in accordance with standing order 3(f) shall not exceed 5 mins each. 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

- i. Hensington Cemetery plans enquiry
- ii. On Street EV Charging Project enquiry
- iii.

5. Reports from Outside Bodies & Organizations

- a) TAC-Minutes of the Traffic advisory meeting held on the 30th September (to follow)
- b) Woodstock Community Development Project
- c) Oral update on the twinning of towns with Maintenon

6. County Councillor's Report

To receive the monthly Parish report from C/Cllr Graham (to follow)

7. District Councillor's Report

To receive the monthly report from D/ Cllrs Poskitt & Cooper (attached)

8. Standing Orders

To receive and adopt appropriate standing order (to follow)

9. Councillors and the Clerk roles and responsibilities

- I. To suggest dates for training of councillors

10. Planning & Licencing

- a) To receive and consider the following WODC application awaiting comment from the Town Council:

21/02952/FUL

Location: Beech Tree House 86 Manor Road Woodstock Oxon OX20 1XL

Change of use of land to enlarge domestic garden.

21/03005/HHD

Location: 120 Oxford Street Woodstock Oxfordshire

Internal alterations to form ensuite and cloak rooms to lower ground floor kitchen and ground and second floor bedrooms. Modifications to Kitchen and ground floor redundant chimneys.

Formation of Draught Lobby to lower courtyard and external steps from lower courtyard to upper front garden at ground floor level.

21/03006/LBC

Location: 120 Oxford Street

Internal alterations to form ensuite and cloak rooms to lower ground floor kitchen (previously approved 17/03329/HHD and 17/03330/LBC) and ground and second floor bedrooms.

Modifications to Kitchen and ground floor redundant chimneys. Formation of Draught Lobby to lower courtyard and external steps from lower courtyard to upper front garden at ground

21/02921/LBC

Location: The Bear Hotel, Park St, Woodstock

External redecoration of the hotel. External render repainted, existing woodwork: windows and doors repainted and repaired where necessary. All finishing colours as existing

- b) To receive a report on a recent pavement licence application and perceived flaws in the licensing process
- c) To receive and discuss a recommendation to the Licensing Authority to take extra care in considering pavement licence applications in accordance to their policy.
- d) To consider enquiring the Licensing Authority for clarification regarding the duration of the TRO related to the barriers on Oxford Road and date estimation for the removal of barriers.

11. WODC allocation towards alleviating parking issues

To receive a report from Cllr. Parnes with ideas put forward by members of the public

12. Reports from Committees and Working Parties

To receive and NOTE the following:

- Environment working group (attached)
- Platinum Jubilee working group (to follow)

13. The Welcome Back Fund

To receive and consider a recommendation in regard to the Welcome Back Fund (attached)

14. Meetings calendar

- I. To receive and consider the change of date for Full Council meeting:

11.01.22 to 18.01.22.

- II. To receive and consider the following dates for future meetings of the Staffing Committee:
- 6pm on Thursday 16th Oct 2021
 - 6pm on Thursday 27th Jan 2022
 - 6pm on Thursday 28th Apr 2022

15. Neighbourhood Plan- Green Spaces revision

- i. To receive an oral update on the revision from Cllr. Poskitt
- ii. To consider that the Environment working group initiate a collaboration with former members of the Neighbourhood plan group.
- iii. To NOTE correspondence with NP green spaces group representatives

16. RFO's Report -Schedule of Payments

- i. To receive and consider the list of payments processed by previous RFO up to 17th September 2021.(attached)
- ii. To receive and consider the list of payments for 20th September to 30th September 2021.(to follow)
- iii. To receive and NOTE the Financial Statements and report up to 30th September 2021.(attached)
- iv. To receive bank reconciliations up to 30th September 2021 – dependent upon receiving bank access in time for meeting.(to follow)

17. Property Report

- i. To receive and NOTE an update property report (attached)

18. Correspondence for information only

To receive, any correspondence received up to and including the 12th of October.

19. Union Flag

To receive and consider a motion from Cllr. Parnes to display the union flag at the Town Hall all year round (attached)

20. Terms of reference

To receive and approve the terms of reference of the staffing committee for the Full Council consideration (attached)

21. Fee waiver for the Literature Society

To consider granting a fee waiver for the hiring of the Town Hall to the Literature Society.

22. Cherwell Local Plan Review Community Involvement Paper 2: Developing our Options consultation

- i. To receive a report from Cllr S Parnes (to follow)
- ii. To consider a response

Town Clerk

6th October 2021

Marzia Sellitti