



Woodstock Town Council

The Town Hall, Woodstock, Oxford, OX20 1SL

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Town Clerk: Marzia Sellitti

Minutes of the meeting of Woodstock Town Council held in The Town Hall, Woodstock on Tuesday 7th December, 2021 at 19.30.

Cllrs. present:

Mathew Parkinson (Mayor)
Kate Bailey
John Bleakley
Rachel Faulkner
Ann Grant
Jo Lamb
Meg Manson
Ulli Parkinson
Sharone Parnes
Elizabeth Poskitt
James Spencer-Churchill

In Attendance:

Oxfordshire County Cllr. Graham
West Oxfordshire District Cllr. Cooper
Samantha Shippen, Locum Town Clerk
Cherie Carruthers, RFO
3 members of the public

1/19/21 Apologies for Absence

Were received from Councillor Manby-Brown.

2/19/21 Minutes of last meeting

An amendment to minute 6/18/21 to add that a named vote was requested prior to recommendation SC/1111/9 iii).

It was **RESOLVED** that subject to the amendment, the minutes of the Council meeting held Tuesday 23rd November 2021 be **APPROVED** as a correct record to be signed by the Mayor.

3/19/21 Declarations of Interest

Cllr. Poskitt declared an interest on agenda item 13 and Cllr. M Parkinson in items 13 and 15 as West Oxfordshire District Council councillors.

4/19/21 Public Speaking and Question Time

A member of the public brought to the attention of Council revised documentation in respect of an outline application for the development of land north of Banbury Road in Woodstock which were made available on West Oxfordshire District Council's Planning website on 17th November and concern that residents may be unaware of these documents.

He highlighted the following points:

- The application is for 250 dwellings - higher than the WODC Local Plan;
- The justification for the increase in housing numbers is based only on landscape and heritage impacts rather than any specific housing need, and without consideration to the harm caused to the setting of the listed buildings on Banbury Road
- The revised Landscape, Heritage and Placemaking Statement does not acknowledge any conflict with the requirements of Policy EW5 part f) of the Local Plan in respect of these listed buildings.
- The greatest density of housing, and the only three storey buildings on the whole site, are proposed closest to these listed buildings
- The objection made to the scheme by WODC's heritage officer which states that consideration of such a major proposal on the basis of an indicative masterplan, with just drawings showing density and height parameters, is very risky.

He urged Woodstock Town Council to protect the town's heritage assets and to write to WODC Planning and Blenheim to demand compliance with the recommendations of the Local Plan and the requirements of Policy EW5 part f) in respect of them.

The resident was thanked for his attendance.

The Mayor brought forward item 6 to allow Oxfordshire County Councillor Andy Graham to respond.

6/19/21 County Councillor's Report

OCC Cllr Graham advised that he had apologies from WODC for not posting an alert which should be received for comments later in December. He advised that he will be raising concern about visual impact and density amongst other matters.

The Locum Town Clerk advised that a meeting can be called to consider the application.

Council received the monthly Parish report from Oxfordshire County Councillor Graham and verbal update on

- i) the timeframe for the parking consultation which is expected to commence in January 2022. He requested that consideration be given for hosting information at the Town Hall and confirmed that enforcement details would form part of the consultation;
- ii) Repairs to the bridge at the Black Prince which were remedial for the time being but replacement is scheduled for Summer 2022. Monthly monitoring is in place for public safety;
- iii) Library – a report has been requested and a question raised for full council; the benefit to the town of the Oxfordshire Museum;

It was **RESOLVED** that the report be **NOTED**.

7/19/21 District Councillor's Report

Council received the monthly report from West Oxfordshire District Councillors Poskitt & Cooper. WODC Cllr Cooper responded to questions.

It was **RESOLVED** that the report be **NOTED**.

5/19/21 Reports from Outside Bodies & Organisations

- a) Woodstock Community Development Project – it was **RESOLVED** that the update be **NOTED**.

In the absence of a representative from Ridge & Partners, item 8 was moved to after item 15.

9/19/21 Budget 2022/23

The RFO presented the budget papers previously circulated and confirmed the Band D rate communicated by WODC as 1657.26.

Council considered the draft budget and added £2,000 to legal fees plus £5,000 to Queen's Jubilee making a net budget requirement of £149,073.

It was proposed that the budget allocation for 20mph zone be reduced from £10k to zero.

Following a vote, this proposal was defeated.

It was proposed that a precept of £149,073 with a Band D charge of £89.95 which represented an increase of £11.23 per year (14.27%) be set. A named vote was requested.

Cllr Bailey	For
Cllr Bleakley	For
Cllr Faulkner	For
Cllr Grant	Against
Cllr Lamb	For
Cllr Manson	For
Cllr M Parkinson	For
Cllr U Parkinson	For
Cllr Parnes	Against
Cllr Poskitt	For
Cllr Spencer-Churchill	Against

It was therefore **RESOLVED** that a precept of £149,073 with a Band D charge of £89.95 which represented an increase of £11.23 per year (14.27%) be set for 2022/23.

The RFO left the meeting.

10/19/21 Standing Orders

Council considered the revised Standing Orders prepared by the Locum Town Clerk who advised on the highlighted matters in the draft. The Locum Town Clerk was thanked for her work on the draft.

RESOLVED that the amended Standing Orders based upon the NALC Model be **ADOPTED**.

9:25pm Councillor Kate Bailey left the meeting.

11/19/21 Financial Regulations

Council considered the draft prepared by the Locum Town Clerk and the suggested amendments as highlighted in the draft. The Locum Town Clerk was thanked for her work on the draft.

It was **RESOLVED** that the amended Financial Regulations based upon the NALC Model be **ADOPTED**.

*It was **RESOLVED** that the meeting be extended by no more than 30 minutes in accordance with Standing Order 3x.*

12/19/21 Reports from Committees and Working Parties

Jubilee Working Group - It was **RESOLVED** to **NOTE** the report.

13/19/21 Orphaned Land at Barn Piece Estate

It was **RESOLVED** that Council **AGREED** to

1. explore with Persimmon the possibility of Council acquiring the land behind the bus stop and the green land in Westland Way

2. investigate with Persimmon if there are other areas on the Barn Piece Estate which might similarly be unadopted other than by Persimmon still retaining freehold. If there are such pieces of land on a similar offer from Persimmon, Council reviews whether it should include these in the land acquisition process.
3. Discuss with WODC that, despite change of ownership, WODC would continue grass cutting this land on behalf of WTC.
4. Require a further report be brought to Council at a later date.

14/19/21 Green Canopy Working Group

Council considered a proposal from Cllr Poskitt. The Locum Town Clerk advised that a full terms of reference be agreed, Council declined this advice.

It was **RESOLVED** to form a Green Canopy Working Group to try to develop activities within the community which result in Woodstock planting trees over the year of the Queen's Platinum Jubilee and ensuring the care of those trees into the future. Councillors Bleakley and Poskitt were appointed to the Working Group with permission to recruit members of the local community to join the group.

15/19/21 Letter to West Oxfordshire District Council

Council considered a proposal from Councillor S Parnes that the Town Council requests of the Clerk [or Acting/Local Clerk] to write immediately to West Oxfordshire District Council, to ask whether they are inclined and realistically be able to increase or intensify parking enforcement in Woodstock as part of the County Council's proposed scheme which includes Pay & Display parking charges.

A named vote was requested.

Cllr Bleakley	Against
Cllr Faulkner	Against
Cllr Grant	For
Cllr Lamb	Against
Cllr Manson	Against
Cllr M Parkinson	Against
Cllr U Parkinson	For
Cllr Parnes	For
Cllr Poskitt	Against
Cllr Spencer-Churchill	Against

It was **RESOLVED** not to write as requested..

8/19/21 Planning & Licencing

Due to the absence of a representative from Ridge and Partners, it was **RESOLVED** to defer this item until such time as a representative be available.

16/19/21 Exclusion of Press and Public

It was **RESOLVED** to exclude the press and public in line with the Press and Public (Admissions to Meetings) Act 1960 as the following item is in regard to staffing matters.

The Locum Town Clerk advised members that any recording of proceedings should be stopped at this point.

17/19/21 Council Insurance

Council considered a question from Cllr Parnes. The Locum Town Clerk advised that communication was ongoing with the insurer and no direct expenditure has been incurred. It was **RESOLVED** to **NOTE** the information.

The meeting concluded at 10.15pm

Mayor

Date