



Woodstock Town Council

The Town Hall, Woodstock, Oxford, OX20 1SL

Telephone: 01993 811216

Website: www.woodstock-tc.gov.uk

Interim Town Clerk: Karen Howe

To: Members of the Council

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

You are hereby summoned to attend an EXTRAORDINARY meeting of the Woodstock Town Council to be held in The Town Hall, Woodstock on Tuesday 4th April 2023 at 7.00 pm.

1.	Apologies for Absence To receive and consider for acceptance apologies for absence.
2.	Declarations of Interests To receive any declarations of interests on the agenda in accordance with the Localism Act 2011 and the Council's Code of Conduct
3.	Public Speaking and Question Time <i>This period of time designated for public speaking in accordance with standing order 3(e) shall not exceed 3 mins per speaker with a maximum of 15 minutes in total being allocated. Although no prior notification is required, notification to the Town Clerk is welcomed</i>
4.	Planning Applications To consider responses to the following application: - a.) 23/00587/HHD Little Barn 7 Farm End - Single storey rear extension b.) 23/00724/HHD 10 Marlborough Crescent - Garage Conversion including changing roof from flat to pitched
5.	Botley West Solar Farm To note an update from Cllr Parnes
6.	Finance a.) To review and approve the Asset Register (copy circulated) b.) To review and approve the Risk Register (copy circulated) c.) Motion – Change financial software from Rialtas to Scribe (paper provided) Proposed by Cllr Manby-Brown Seconded by Cllr Bleakley Motion to be consider: - That the Council approves changing the accountancy software from Rialtas to Scribe from the beginning of April 2023 d.) Motion – Renegotiating the Phone and Broadband Contracts (paper provided) Proposed by Cllr Manby-Brown Seconded by Cllr Bleakley Motion to be consider: -

	That the Council approves the renegotiating of the BT contract, and orders a new Broadband router. Once this is installed and thoroughly tested, that the Council approves the removal of the broadband line and the cancellation of the current internet service provider
7.	Bus Shelters To consider a report and recommendation from Cllr S Parnes
8.	Update on Motion To receive an update on the following motion regarding issues connected to Shipton Road which was resolved on the 14 th February (minute no. WTC 14/02/23). And to consider any actions required. (Copy of motion provided)
9.	Motions To consider motions raised by council members. a.) To Display Minutes on Town Council Noticeboards Proposed by Cllr Parnes Motion to be consider: - The Council RESOLVES that: Approved Minutes should remain on display at Town Council noticeboards until superseded by subsequent Minutes, unless temporarily removed for lack of space due to time-sensitive other notices and then replaced.
10.	King's Coronation To discuss possible gifts for primary school children
11.	Update on Possible Memorial for Nigel Clifford Mayor to provide update.
12.	Doctors Surgery To note a report providing the current situation about the proposed new surgery
13.	Exclusion of Press and Public Council to decide if any items need to be in a confidential session by a vote To resolve the exclusion of press and public in accordance with the Press and Public (Admission to Meetings) Act 1960 as the matter to be discussed is deemed as confidential.
14.	Staffing a.) To approve the extension of the interim clerks contract for another 3 months b.) To approve the increase in hours for RFO and Deputy Caretaker (report to follow)
15.	Update on Encroachment Issue To receive an oral update.
16.	Civil Claim To receive an update and consider and approve any actions required. Report to be provided at the meeting.
17.	Close Meeting

Signed: Cllr E M E Poskitt, Town Mayor

Date: 30th March 2023

