



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 a meeting of the Woodstock Town Council to be held in The Town Hall, Woodstock on Tuesday 10th October 2023 at 7pm.

1.	Apologies for Absence To receive and consider for acceptance apologies for absence.
2.	Declarations of Interests To receive any declarations of interest 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.	Minutes of Previous Meetings To consider for approval the following Minutes of the Town Council a) Minutes of the Town Council Meeting held on 18 th July 2023 b) Minutes of the Extraordinary Town Council Meeting held 8 th August 2023
5.	County and District Councillor's Report To receive the monthly reports from OCC and WODC Councillors
6.	Mayor's & Clerk's Reports To receive an oral report from the Mayor and a report from Clerk. (Clerk's report to be provided)
7.	Finance a) To approve and sign the Bank Reconciliation for the period ending 31 st August 2023 (Copy provided) b) To note the Payments Report for August 2023 (Copy provided) c) To note the Receipts Report for August 2023 (Copy provided) d) To approve the quote for removing the medium priority trees at the OWL and Water Meadows. (Details provided) e) To approve the quote for the repairs to Green Lane Cemetery water pipe (Details provided) f) To approve the repayment of the Public Works Loan (Details provided)
8.	Grants a) To receive a oral update on grants b) To consider and approve, if appropriate, grant applications to the Town Council that have been received for 2023/24 (Report provided)
9.	Woodstock in Bloom To approve the request from Woodstock in Bloom to purchase two 1m ³ wooden planters to replace the hiring of the two 3-tier plants in front of the Town Hall. (Details provided)
10.	Working Groups and Budget Bids To agree that all Working Groups meet as soon as possible to discuss and submit budget bids for the 2024/25 draft budget in preparation for the Budget Meeting to be held on the 28 th November 2023
11.	Urgent Planning Committee To consider the following motions by Cllr Grant <u>Background</u> See paper for further details (Copy provided) <u>Motion</u> 1) WTC agrees to the forming of an Urgent Planning Committee to cover the planning applications that are submitted by WODC for comment by WTC 2) Agrees the Terms of Reference (Copy provided) 3) Agrees to the members that wish to serve on this committee

12.	Policy to Control and Upkeep the Water Meadows To discuss, amend and if appropriate agree the Water Meadow Policy proposed by Cllr Grant (Copy provided)
13.	Buses Using Woodstock Town Centre To consider the following motion by Cllr Lamb <u>Background</u> See paper for further details (Copy provided) <u>Motion</u> The Town Council RESOLVES to write to Oxfordshire County Council requesting it, in the interests of public safety and pursuant to the recommendations set out in the Independent Safety Report, to take all necessary steps to obtain the appropriate Statutory Regulation from the Government's Traffic Commissioners banning all buses henceforth from using High Street, Park Street and Market Street as a turnaround point.
14.	Objects on Loan to The Oxfordshire Museum, Woodstock To approve the request from The Oxfordshire Museum to renew the loan agreement for 11 objects for another 3 years. (Copy of agreement provided)
15.	Exclusion of Press and Public 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 in nature.
16.	Renewal of Internal Auditor Contract To approve the instruction of Mulberry & Co as our internal auditors for 2023/24 accounting year (Letter of Engagement provided)
17.	Civil Claim To receive an update on the current Civil Claim
18.	Close Meeting

Signed:

Dated: 5th October 2023

Meeting called by Karen Howe – Interim Clerk for Woodstock Town Council