



Woodstock Town Council

The Town Hall, Woodstock, Oxford, OX20 1SL
Telephone: 01993 811216 Website: www.woodstock-tc.gov.uk
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 27th February 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 (Minutes provided) a) Minutes of the Extraordinary Town Council Meeting held on 3 rd January 2024
5.	County and District Councillor's Report To receive the monthly reports from OCC and WODC Councillors. (WODC report provided)
6.	Mayor's & Clerk's Reports To receive an oral report from the Mayor and from the Clerk
7.	Finance a) To approve and sign the Bank Reconciliation and sign the bank statements for the period ending 31 st January 2024 (Copy provided) b) To note the Payments Report for January 2024 (Copy provided) c) To note the Receipts Report for January 2024 (Copy provided) d) To note the Summary Cost Centre Report as at 31 st January 2024. This report shows actuals compared to budget. (Copy provided) e) To note the completion of the 2022/23 audit and the external auditors report (Copy provided) f) To approve the creation of the following budgets relating to the £5,071 cost of the October 2022 elections. (Report provided) 1) Election Expense Income Budget of £5,071 2) Election Expenses Budget of £5,071
8.	Woodstock Football Club To approve the payment of £1,500 to Woodstock Football Club as a contribution towards the grass cutting costs for 2022 and 2023.
9.	Restrictive Covenant – 10 Cadogan Park To approve the response to the request regarding the restrictive covenant on 10 Cadogan Park (Report provided)
10.	PA System To consider the report (copy provided) and the following motion from Cllr Manby-Brown <u>Motion</u> That the Council approves the purchase of the SubZero SZPA-815 300W 15" PA System at a cost £399 inc VAT to be funded from budget code 4929 PA – Outdoor Event
11.	Property To consider the report (copy provided) and the following motion from Cllr Grant and seconded by Cllr Parkinson <u>Motion</u>

	WTC agrees when the Council goes out to tender for the management of properties available for rental within the Property Portfolio that two separate contracts are put out to tender. One contract to manage residential properties and one contract to manage the commercial properties.
12.	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.
13.	Civil Claim To receive an oral update on the ongoing Civil Claim
14.	Close Meeting

Meeting called by Karen Howe – Clerk for Woodstock Town Council

Signed:

Dated: 21st February 2024