



Woodstock Town Council

The Town Hall, Woodstock, Oxford, OX20 1SL
Telephone: 01993 811216 Website: www.woodstock-tc.gov.uk
Town Clerk: Valentin Lavdakov

To: Members of the Council (Cllrs: Addis, Banbury, Cooper, Grant, Nethercott, Lancaster, Parnes, Poskitt, Spencer-Churchill and Williams)

You are hereby summoned to attend a TOWN COUNCIL MONTHLY meeting of the Woodstock Town Council to be held in The Town Hall, Woodstock on Tuesday 12th November 2024 at 7:00 pm

Please be aware that the Town Council records all public meetings and that members of the public may film/record them as well. Members of the public must understand that if they do not want to be recorded, they should not attend the meeting because the Chairman cannot supply alternative seats and ensure that members of the public will not be recorded. The right to record, film and to broadcast meetings of the council meeting is established under the Openness of Local Government Regulations 2014. This is in addition to the rights of the press and public to attend such meetings.

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 Participation To Receive and Accept a Protocol for Public Participation (Copy provided) <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.	To receive nominations for the position of Deputy Mayor
5.	Minutes from Previous Meetings To consider for approval the following Minutes of the Town Council a) Minutes of the Extraordinary Meeting held on 23 rd October 2024. (Copy provided)
6.	Mayor and Clerks Reports a) To receive a report from the Mayor b) To receive a report from the Clerk (Copy provided)
7.	County and District Councillor's Report To receive reports from a) OCC Cllr Andy Graham b) WODC Councillors. (D Cllr Cooper and D Cllr Poskitt – Copy provided)
8.	Planning To consider the Councils response to the following licence and applications: a) Licence: Ref W/24/01114/PAVLIC Location: Missing Bean, 17 Oxford Street, Woodstock Description: Application for Pavement Licence b) Application: Ref: 24/02604/FUL Location: St Mary Magdalene Church, Park Street Description: Replacment of felt roofing on existing porch with Tern Coated Stainless Steel and installation of solare panels to south facing roof
9.	Finance. To approve and sign the following: a) To approve and sign the Bank Reconciliation and sign the bank statements for the period ending 31 st October 2024 (Copy provided) b) To note the Payments Report for October 2024 (Copy provided) c) To note the Receipts Report for October 2024 (Copy provided) d) To note the Cost Centre Report for October 2024 (Copy provided) e) Boiler recalculations (Copy provided)

10.	Financial Regulations To receive and accept the NALC Model Financial Regulations with suggested amendments (Copy to follow)
11.	Budget 2025/2026 a) To receive and discuss the draft budget for 2025/2026 (Copy to follow)
12.	Capital Expenditure 2025/2026 budget To receive a Report from Cllr Poskitt and consider the recommendations within (Copy provided)
13.	Grants To receive a Report from Cllr Poskitt and consider the recommendations within (Copy provided)
14.	Environment: a) To receive a quote for reducing the size of the trees and trimming the canopy in the Lawn Cemetery (See Clark's report) b) To receive quotes for replacement of Lych Gate Roof Lawn Cemetery (Copy Provided)
15.	Shipton Road Disrepair To receive a Report from Cllr Parnes (Copy provided)
16.	GDPR To receive a Report from Cllr Parnes (Copy provided)
17.	Doctor's Surgery Working Group To receive a Report from Cllr Williams (Copy provided)
18.	Woodstock Town Hall Notice Board and Entrance Halls Policy To approve the Notice Board and Entrance Halls Policy (Copy Provided)
19.	Town Council Meeting in December 2024 To agree change of date and venue of the Town Council Meeting in December due to redecoration work in Town Hall (Report – 12.12.2024 – Community Centre)
20.	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.
21.	Confidential Backpay – to note the backpay for staff following the local government pay award
22.	Close Meeting

Meeting called by Valentin Lavdakov – Clerk for Woodstock Town Council

Signed: 6th November 2024