



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 Grant (The Mayor), Williams (Deputy Mayor), Addis, Banbury, Cooper, Connolly, Melliss, Parnes, Poskitt, Spencer-Churchill, Szabados, and Wheatley

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 22th July 2025 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 The meeting will be adjourned at this point In line with the adopted Public Participation Protocol from 12 th November 2024 (24/11/03 WTC) the meeting will be adjourned for Public Participation where members of the public can address the Council on any subject they wish. Meeting reconvened
4.	Minutes from Previous Meetings To consider for approval the following draft minutes of the Town Council meetings: a) Draft Minutes of the Town Council meeting held on Tuesday 27 th May 2025, re-presented (previously circulated): Minute 25/05/36 the Mayor did not ask the Council to agree that she sign these minutes as an accurate record due to a query regarding the vote as follow: For: 4, Against: 4, Abstain: 1 to enable the Clerk to check the entry. Conclusion: The entry For: 4, Against: 4, Abstain: 1 was inadvertently recorded under minute 25/05/36 and to be deleted. b) Draft Minutes of the Town Council meeting held on Tuesday 24 th June 2025 (enclosed)
5.	Mayor and Clerks Reports a) To receive an oral report from the Mayor b) To receive a report from the Clerk (enclosed)
6.	County and District Councillors Reports To receive reports from a) OCC Cllr Andy Graham b) WODC District Cllr Cooper and Cllr Poskitt

7.	<p>Planning</p> <p>To consider the Councils response to the following consultations, applications and appeals:</p> <p>a) Ref: 25/01510/OUT Location: Land South Of Perdiswell Farm, Shipton Road, Shipton On Cherwell Description: Outline planning application for the erection of up to 500 dwellings and commercial floorspace (Use Class E) with associated access, open space and infrastructure - All Matters Reserved except for Access Planning application: 25/01510/OUT - Planning register Planning register Cherwell District Council The formal objection to this application is enclosed</p> <p>b) Ref: 25/01424/S73 Location: Cromwells House 28 High Street Woodstock Description: Variation of condition 2 permission 25/00444/HHD to allow amendments to approved plans Town and Country Planning Act</p> <p>c) Ref: 25/00444/HDD Location: Cromwells House 28 High Street Woodstock Description: Removal of garage and single storey rear extensions. Erection of replacement garage/outbuilding and single storey rear extensions, replacement fenestration, installation of air conditioning unit and internal alterations. Town and Country Planning Act</p> <p>d) Ref: 25/01423/LBC Location: Cromwells House 28 High Street Woodstock Description: Removal of garage and single storey rear extensions. Erection of replacement garage/outbuilding and single storey rear extensions, replacement fenestration, installation of air conditioning unit and internal alterations. Planning (Listed Building and Conservation Areas) Act These applications are in or affecting the Woodstock Conservation Area.</p> <p>e) Ref: 25/01408/ADV Location: Feathers Hotel 16 - 20 Market Street Woodstock Description: Addition of 2 flag poles above the hotel entrance (retrospective) The Town and Country Planning (Control of Advertisements) (England) Regulations</p> <p>f) Ref: 25/01361/HHD Location: 23 Union Street Woodstock Oxfordshire Description: Demolition of rear lean-to extension/conservatory and erection of single storey extension with flat roof. Conversion of garage to create additional living space. Town and Country Planning Act</p>
8.	<p>Finance.</p> <p>To approve and sign the following:</p> <p>a) To approve and sign the Bank Reconciliation and sign the bank statements for the period ending 30th June 2025 (enclosed)</p> <p>b) To note the Payments, Report for June 2025 (enclosed)</p> <p>c) To note the Receipts Report for June 2025 (enclosed)</p> <p>d) To note the Cost Centre Report for June 2025 (enclosed)</p> <p>e) To agree allocation of reserves, 2025/2026 financial year (enclosed)</p>
9.	<p>Property (enclosed)</p> <p>To receive and note the property report for July 2025</p>
10.	<p>New Drs' Surgery/ Thames Valley Police Station Site</p> <p>To receive a report from Cllr Williams and Cllr Grant (enclosed)</p>
11.	<p>New Drs' Surgery</p> <p>To receive an oral report from Cllr Williams</p>
12.	<p>Environmental</p> <p>a) To receive a report from the Environmental Working Group (enclosed)</p> <p>b) To receive quotes for Play Area Improvements (enclosed)</p> <p>c) To receive quotes for relocating the warning signs at the Water Meadow (enclosed)</p> <p>d) To receive quotes for Pest control for Green Lane Cemetery (enclosed)</p>

13.	Events <ul style="list-style-type: none"> a) Christmas Lights and Mayors Carols 2025 <ul style="list-style-type: none"> • To receive a report from the Christmas Lights working group (enclosed)
14.	New Waste Bins (enclosed) To receive a report from Cllr Poskitt
15.	Policies and Procedures To receive and adopt and review the following enclosed policies: <ul style="list-style-type: none"> a) WTC Copyright Policy b) WTC Data Protection Policy c) WTC IT Policy d) WTC Freedom of Information Policy e) WTC Recording of Meetings Policy f) WTC Policy for requesting returnable damage deposits from users of Town Hall and Community Centre
16.	West Oxfordshire Town and Parish Council and Parish Meeting Forum on Local Government Reorganisation (enclosed)
17.	Part-Night Lighting Implementation Framework is now live on ‘Let’s Talk Oxfordshire’ (enclosed)
18.	Unauthorised publication To receive a report from Cllr Parnes (to follow)
19.	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.
20.	Confidential <ul style="list-style-type: none"> a) Staff matters updates
21.	Close meeting

Meeting called by Valentin Lavdakov – Clerk for Woodstock Town Council

Signed: 15th July 2025