



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 2nd September 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 of 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 22 nd July 2025 (enclosed) b) Draft Minutes of the Extraordinary Town Council meeting held on Tuesday 19 th August 2025 (enclosed)
5.	Mayor and Clerks Reports a) To receive an oral report from the Mayor b) To receive an oral report from the Clerk
6.	County and District Councillors Reports To receive reports from a) OCC Cllr Andy Graham b) WODC District Cllr Cooper and Cllr Poskitt (enclosed)
7.	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 July 2025 (enclosed) b) To note the Payments, Report for July 2025 (enclosed) c) To note the Receipts Report for July 2025 (enclosed) d) To note the Cost Centre Report for July 2025 (enclosed) e) To receive quotes for Internal Audit (enclosed) f) To note the report from the External Auditor (enclosed)
8.	New Drs' Surgery To receive an oral report from Cllr Williams
9.	Christmas Lights To receive quotes for Christmas Lights
10.	Environmental a) To receive a report from Cllr Wheatley (enclosed) b) To receive quotes for War Memorial Cleaning(enclosed)

11.	Policies and Procedures To receive and adopt and review the following enclosed policies: <ul style="list-style-type: none"> a) WTC Copyright Policy (previously circulated) b) WTC Data Protection Policy (previously circulated) c) WTC Freedom of Information Policy (previously circulated) d) WTC Recording of Meetings Policy (previously circulated)
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.	Confidential <ul style="list-style-type: none"> a) To receive a letter from a resident concerning a new Drs' Surgery
14.	Close meeting

Meeting called by Valentin Lavdakov – Clerk for Woodstock Town Council

Signed: 27th August 2025