

Woodstock Town Council, The Town Hall, Woodstock, Oxford, OX20 1SL

Town Clerk: Valentin Lavdakov

Minutes of the Town Council meeting of Woodstock Town Council held in the Town Hall, Woodstock on Tuesday 27th May 2025

Cllrs. Present: Cllrs Grant (Mayor), Williams (Deputy Mayor), Banbury, Cooper, Connolly, Melliss, Parnes, Poskitt and Wheatley.

In Attendance: Town Clerk: Valentin Lavdakov

Chair of the Meeting: Cllr Grant (Mayor)

Members of the Public 7

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25/05/26	1. Apologies for Absence	
WTC	Apologies were received from Cllrs: Addis, Spencer-Churchill,	and Szabados
	Cllr Parnes joined the meeting at 7:02 pm	
25/05/27	2. Declarations of interest	
WTC	To receive any declarations of interest on the agenda in according	rdance with the Localism Act 2011 and the
	Council's Code of Conduct	realise with the Localism Act 2011 and the
	• Item 7: Cllr Cooper declared an interest as member of W	ODC Uplands Committee
	Item 7: Cllr Poskitt declared an interest as member of W	•
	Item 15: Cllr Connolly declared an interest as he lives by	y the Water meadow
25/05/28	3. Public Participation	
WTC	The Mayor adjourned the meeting for Public Participation.	
	2 members of the public addressed the Council.	
	• Speaker 1: Addressed the Council on the Solar Farm Co	ommunity Benefits
	• Speaker 2: Addressed the Council on the New Drs' Sur	gery
	Meeting reconvened	
25/05/29	4. Minutes from Previous Meetings	
WTC	To consider for approval the following draft minutes of the Town	n Council meetings:
	a) Draft Minutes of the Town Council meeting held on Tue	¥
	• The minutes from Tuesday 8 th April 2025 were agreed amendments.	as an accurate record of the meeting with no
	b) Draft Minutes of the Extraordinary Town Council meeting	ng held on Wednesday 16 th April 2025.
	• The minutes from Wednesday 16 th April 2025 were agre	-
	agreed amendments.	
	c) Draft Minutes of the Extraordinary Town Council meeting	·
	• The minutes from Tuesday 6 th May 2025 were agreed as agreed amendments.	an accurate record of the meeting with
	d) Draft Minutes of the Town Council Annual meeting held	d on Tuesday 13 th May 2025.
	• The minutes from Tuesday 13 th May 2025 were agreed a	as an accurate record of the meeting with
	agreed amendments.	1 11 Th. 1 20th 3 6 2025
	e) Draft Minutes of the Extraordinary Town Council meeting	ng held on Tuesday 20 th May 2025.

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		y 11	
	25/05/33	8. Finance	
	WTC	To approve and sign the following:	
a) To approve and sign the Bank Reconciliation and sign the bank statements for the period ending 30 th			
April 2025.			
The Council unanimously agreed for the Deputy Mayor to sign the Bank reconciliation for the period ending 30 th April 2025. The Deputy Mayor duly signed the reconciliation.		The Council unanimously agreed for the Deputy Mayor to sign the Bank reconciliation for the period	
b) To note the Payments Report for April 2025 (Total £95,980.45 including VAT) Noted		b) To note the Payments Report for April 2025 (Total £95,980.45 including VAT) Noted	
c) To note the Receipts Report for April 2025 (Total £138,592.90 including VAT) Noted			
d) To note the Cost Centre Report for April 2025 Noted		d) To note the Cost Centre Report for April 2025 Noted	

25/05/24	0 D		
25/05/34 WTC	9. Property To receive the property report for May 2025. Noted		
25/05/35	10. Lawn Cemetery Benches and Plaques		
WTC	To receive a report from Cllr Grant		
	Cllr Grant gave a short overview about the 5 new benches agreed by Council in the Lawn Cemetery and informed the Council that several residents have approached the Office wishing to purchase a Brass Plaque to be placed on one of the benches in memory of a loved one.		
	Motion:		
	Proposed by Cllr Grant Seconded by Cllr Williams		
	WTC agrees for:		
	a) Small brass memorial plaques to be available for purchase in memory of a loved one to be placed/screwed on the top back of new benches in the Lawn Cemetery.		
	Decision:		
	The Council unanimously agreed the motion		
	b) Any profit made will be set against the cost of the benches. Decision:		
	The Council unanimously agreed the motion		
	c) The size of the plaques will be all the same and the number of letters available determined by the agreement with the supplier.		
	Decision:		
	The Council unanimously agreed the motion		
	The Clerk will produce a Policy and costing will be sought by the Councils administration assistant		
	Both the Policy and costings will be submitted at the June Council meeting for agreement with suggested charge for the purchase of plaque and fitting.		
25/05/36	11. New Drs' surgery		
WTC	a) To receive any further information from Cllr Williams.		
	Under Standing Order 5 b) iii		
	The council can dissolve a working group at any time		
	The Mayor asked the Council's opinion on dissolving the Drs' Surgery Working Group due to the		
	Council agreeing to the financial implications, whether to dissolve the group and bring all further		
	information to the full Council.		
	After a short discussion a vote was taken Vote		
	4 Votes: To dissolve the Working Group. 5 Votes: To continue the Working Group		
	Decision: The Drs' Surgery Working Group would continue		
	Due to there already being four councillors on the group and two new councillors would make six, the Mayor felt this was not appropriate as the group would then be 50% of the Council and could possibly place her as Mayor with the compromising position of having a casting vote at full Council and could be defined as a predetermining decision on her part so she stepped down from the group to make room for the two new members, making the membership five councillors.		
	Motion:		
	Proposed by Cllr Connolly Seconded by Cllr Melliss		
	WTC agrees that:		
	Cllrs Connolly and Melliss become members of the New Drs Surgery Working Group		
	Vote:		
	For: 8 Against: 0 Abstain:1		

	Cllrs Connolly and Melliss declared members of the working group		
25/05/37	37 12. Dog Waste Bins		
WTC	To receive a report from Cllr Parnes		
	Cllr Poskitt will present a list of new companies that can supply bins and a list of the new bin's location on the next Council meeting.		
	Motion:		
	Proposed by Cllr Parnes Seconded by Cllr Grant		
	Woodstock Town Council recognises that: Sansoms Lane is a very well-used and important space for the Town, and for hygiene, public health and reasonable convenience of residents and visitors it is proposed that the Town Council arrange for a dog waste bin to be re-situated in the vicinity of the water treatment substation a short distance into Sansom's Lane from the Shipton Road entry point.		
	The Council unanimously agreed the motion		
	Cllr Connolly left the meeting at 8:03 pm		
25/05/38	13. GDPR Audit – clarification for Woodstock and Bladon News		
WTC	Cllr Connolly rejoined the meeting at 8:05 pm		
	To receive a report from Cllr Parnes		
	Motion:		
	Proposed by Cllr Parnes Seconded by Cllr Grant		
	Woodstock Town Council instructs the Clerk to clarify the correct status of the GDPR audit work and correct status and compliance to the Woodstock and Bladon News in relation to what was published in the May 2025 edition about the GDPR Audit.		
	Vote: For: 5 (Cllrs Parnes, Grant, Connolly, Williams, Wheatley) Against: 4 (Cllrs Banbury, Cooper, Poskitt, Melliss)		
	Motion carried		
25/05/39	14. Removal of barbed wire at edge of footpath between Hedge End and Park View.		
WTC	To receive a report from Cllr Poskitt		
	Motion:		
	Proposed by Cllr Poskitt Seconded by Cllr Williams		
	WTC seeks estimates to deal with the most intrusive area of wire in the 'no-man's land' part of the path in order to remove a potential risk for health and safety of residents.		
	The Council unanimously agreed the motion		
25/05/40	15. Environment		
WTC	To receive a report from the EWG and discuss recommendations there in		
	The Chair of the Environmental Working Group Cllr Wheatley informed the Council that most of the recommendations are in progress		
25/05/41	16. Exclusion of Press and Public		
WTC	Proposed by Cllr Grant Seconded by Cllr Williams		
	<u> </u>		

	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.	
	The Council unanimously agreed to go into a confidential session	
25/05/42	17. Confidential	
WTC	a) Staffing.	
	 To receive an oral update from the Clerk. 	
	The Council was made aware an unacceptable incident that occurred on 16th May 2025 and further actions will	
	be considered.	
	 Water Meadow and Cemetery Warden Job Role. 	
	- The Council has agreed to advertise a new role for a Water Meadow and Cemetery Warden, to be offered on a zero-hours contract (SPC 7).	
	- The Council has agreed to advertise the position of Head Caretaker, contracted at 37 hours per week (SCP 5-7).	
	b) Volunteers.	
	 Nothing to report. 	
25/05/43 WTC	18. Close Meeting at 8:45 pm	