



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

TEL: 01608 642341

Email: cntc@btconnect.com

Office Hours: Mon – Fri 9am – 1pm

Minutes of an extraordinary meeting of **Chipping Norton Town Council** held in Chipping Norton Town Hall on **Tuesday 15 June 2021**

The following members were present:

Cllr G Mazower, Town Mayor
Cllr S. Coleman, Deputy Town Mayor
Cllr C. Butterworth
Cllr R Fisher
Cllr R Foakes
Cllr J. Graves
Cllr D. Heyes
Cllr E Holmes
Cllr N Whitmill

Also in attendance

Luci Ashbourne, Town Clerk

14. Apologies for absence.

Apologies for absence were received from Cllrs Bradley, Coles, Poole and Walker.

15. Declaration of interests.

There were no declarations

16. Minutes

RESOLVED: That the minutes of the meeting of the 17th May 2021 be approved as a correct record and signed by the Mayor.

17. Public Participation

No members of the public asked to participate

18. Committee Minutes

Members noted:

- a. The minutes of the Finance and Resources Committee held on 26th May 2021.
Cllr Butterworth noted that the proposal by the F&R Committee to obtain Christmas lights quotes seemed high. Members replied that health and safety should be paramount, and that the proposal will enable Council to assess the potential and benefits of a professional lights display, in order to make an informed decision for 2021.
- b. The minutes of the Strategic Planning Committee held on 9th June 2021

Cllr Graves enquired about the concept of substitution at committee. The Clerk confirmed that if a member of a committee is unable to attend a committee meeting, then any other member of the Council can substitute and attend as a voting member of the committee in their absence. Members can nominate a substitute if they wish.

- c. The minutes of the Traffic Advisory Sub-Committee held on 10th June 2021. The Clerk shared Cllr Walker's suggested amendments that had been sent over via email, and advised that these will be approved at the next sub-committee meeting.

19. To receive the accounts and balance sheet for 2020/21

Members received the accounts for year ending 31st March 2021 and noted the Clerk's report. Members noted that these documents were reviewed and approved at the meeting of the Finance and Resource Committee on the 26th May 2021.

20. To receive the internal auditors report for 2020/21

Members received the internal audit report and noted that there were no issues or concerns arising. Thanks was noted to the Finance Officer for the work that has gone into this.

21. AGAR Section 1 Governance Statement

RESOLVED: That the AGAR Section one Governance Statement be approved, and that the statement be signed by the Town Clerk and the Mayor.

22. AGAR Section 2 Accounting Statements

RESOLVED: That the AGAR Section two Accounting Statements be approved, and that the statements should be signed by the Town Clerk and the Mayor.

23. Notice of Public Rights and the Publication of the AGAR

Members noted that following this meeting, Council will issue of the Notice of Public Rights and the Publication of the Annual Governance and Accountability Return.

24. Date of the next meeting of Full Council – Monday 19th July, 7:15pm.

Signed as a correct record:

Mayor.....

Date.....