



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

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Office Hours: Mon – Fri 9am – 1pm

TOWN CLERK: Luci Ashbourne

16th February 2023

SUMMONS TO ATTEND A MEETING OF CHIPPING NORTON TOWN COUNCIL

TO: All Members of Chipping Norton Town Council

VENUE: The Council Chamber, Chipping Norton Town Hall

DATE: Wednesday 22nd February 2023

TIME: 6:30pm

Luci Ashbourne
Town Clerk

Recording of Meetings

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography.

A G E N D A

1. Apologies for absence.

To consider apologies for absence.

Committee members who are unable to attend the meeting should notify the Town Clerk (townclerk@chippingnorton-tc.gov.uk) prior to the meeting, stating the reason for absence.

2. Declaration of interests.

Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct

3. Minutes

To approve the Minutes of the Full Council meeting held on 7th December 2022.

4. Public Participation

The meeting will adjourn for this item

Members of the public may speak for a maximum of five minutes each during the period of public participation.

5. West Oxfordshire District Councillors update

To receive any updates and information from Chipping Norton's Ward Councillors sitting on WODC.

6. Oxfordshire County Councillors update

To receive any updates and information from Chipping Norton's Ward Councillors sitting on OCC.

7. Committee Minutes

To note the draft minutes of the following meetings and consider any related recommendations:

- a. Staffing Sub-Committee – 22nd December 2022
- b. Planning Sub-Committee – 10th January 2023
- c. Traffic Advisory Sub-Committee – 12th January 2023
- d. Community Committee – 18th January 2023
- e. Strategic Planning Committee – 25th January 2023
- f. Finance and Resources Committee – 1st February 2023

8. East Chipping Norton Development

To receive an update on the status of the East Chipping Norton Development.

9. Civic Announcements

To receive a report from The Mayor on Civic engagement and activities.

10. Council Action Plan

To note

11. Calendar of meetings

To receive and approve the calendar of meetings for municipal year 2023/2024.

12. Scheme of Delegation

To receive a report from The Town Clerk along with a revised Scheme of Delegation for Council to consider.

13. Correspondence

To receive and note any correspondence

14. Local Council Award Scheme

- a. To adopt a Biodiversity and Crime Statement
- b. To formally confirm that the Council meet the criteria for the Local Council Quality Award.

15. Cycle repair stands

To receive a report from the Town Clerk

16. Pool Meadow

To receive a report and agree next steps

17. Policies

To approve the following policies as recommended by the Finance and Resources Committee:

- a. Member/Officer Protocol
- b. Community Engagement Strategy

18. Planning Applications

To receive and consider a schedule of planning applications from West Oxfordshire District Council.

19. Confidential Session

To resolve to move into a Confidential Session to discuss Separate Business, pursuant to s.1(2) of the Public Bodies (Admission to Meetings) Act 1960. The public and press should leave the meeting during the consideration of items 20, 21 and 22.

20. Town Hall repairs

To receive and consider tender submissions and approve a contractor to carry out planned repair works to the Town Hall.

21. Cotswold Crescent Play Area

To approve the main tender document for the procurement of a contractor to install new equipment in Cotswold Crescent Play Area.

22. Revised Stewardship Proposal

To receive clarification on the stewardship proposal and agree next steps.

23. Date of the next meeting – Wednesday 19th April 2023.