



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

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Office Hours: Mon – Fri 9am – 1pm

Town Clerk and CEO: Luci Ashbourne

3rd October 2023

SUMMONS TO ATTEND A MEETING OF CHIPPING NORTON TOWN COUNCIL

TO: All Members of Chipping Norton Town Council

VENUE: Upper Hall, Chipping Norton Town Hall

DATE: Monday 9th October 2023

TIME: 6:30pm

Cllrs. Sandra Coleman (Town Mayor), Steve Akers (Deputy Mayor), Rachel Andrews, Ben Bibby, Mike Cahill, Tom Festa, Ian Finney, Jo Graves, Alex Keyser, Dom Rickard, Athos Ritsperis, Michael Rowe, Mark Walker, Emily Weaver, Sharon Wheaton and Natasha Whitmill.

Luci Ashbourne
Town Clerk and CEO

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 24th July 2023.

4. Update from Thames Valley Policing Team

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. 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.

8. Minutes and reports from Committees

To note the draft minutes and consider any recommendations of the following committee and sub-committee meetings:

- (a) Community Committee, 11th Sept 2023
- (b) Strategic Planning Committee, 18th Sept 2023
- (c) Finance and Resources Committee, 25th Sept 2023
- (d) Traffic Advisory Sub-Committee, 28th Sept 2023

9. East Chipping Norton Development

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

10. Civic Announcements

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

11. Reports from representatives of outside bodies.

To receive an update from members who sit on outside bodies.

12. Council action plan

To note the Council action plan

13. Correspondence

To receive and note any correspondence

14. West Oxfordshire District Council Local Plan 2041

To respond to the draft local plan consultation from WODC.

15. Policies and Governance

To adopt the following policies as reviewed by the Finance and Resources Committee:

- (a) Risk Management Strategy
- (b) Corporate Risk Register
- (c) Staff and Councillor Training and Development Policy
- (d) CCTV Compliance Policy

16. Grants

To consider a grant application from Transition Chipping Norton.

17. Flag Flying Request

To receive and consider a request from Chipping Norton Royal British Legion to fly the RBL flag on 28th October to mark the launch of the town's annual Poppy Appeal.

18. Retail Update

To receive a verbal update from Cllrs Cahill and Wheaton from the retailers group.

19. Planning Applications

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

20. 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 item 21.

21. Property and leases

- a. To receive and approve the final lease agreement for Chipping Norton Swifts at the Greystones site
- b. To consider costs of tree works at the Greystones site.

22. Date of the next meeting – Monday 4th December 2023.