



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

13th June 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 19th June 2023

TIME: 6:30pm

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

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 15th May 2023.

4. West Oxfordshire District Councillors update

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

5. Oxfordshire County Councillors update

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

6. 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.

7. 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, 22nd May 2023
- (b) Strategic Planning Committee, 5th June 2023
- (c) Finance and Resources Committee, 12th June 2023
- (d) Staffing Sub-Committee, 13th June 2023

8. Councillor Co-option

To receive applications for the two council vacancies following the uncontested election.

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 receive the updated action plan following review by the Council's standing committees.

13. Correspondence

To receive and note any correspondence

14. Committee membership

To consider a request from Cllr Cahill to become a member of the Finance and Resources Committee.

15. Town and Parish Council Biodiversity Study

To receive the Town and Parish Council Biodiversity Study from WODC and agree a response.

16. To receive the accounts and balance sheet for 2022/23

To receive the accounts for year ending 31st March 2022 and note the Clerk's report. To note that these documents were reviewed at the meeting of the Finance and Resource Committee on the 12th June 2023.

17. To receive the internal auditors report for 2022/23

To receive and note the report from the internal auditor.

18. AGAR Section 1 Governance Statement

To approve the AGAR Section one Governance Statement. Once approved the statement should be signed by the Town Clerk and the Mayor.

19. AGAR Section 2 Accounting Statements

To approve the AGAR Section one Accounting Statements. Once approved the statements should be signed by the Clerk and the Mayor.

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

For Council to note the issue of the Notice of Public Rights and the Publication of the Annual Governance and Accountability Return.

21. Grants

- a. To consider a report from The Town Clerk and agree next steps.
- b. To receive a request from Chipping Norton Lido.

22. Planning Applications

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

23. Date of the next meeting – Monday 24th July 2023