



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

TEL: 01608 642341

Email: townclerk@chippingnorton-tc.gov.uk Office Hours: Mon – Fri 9am – 1pm

Town Clerk: Ms Katherine Jang

15th July 2025

SUMMONS TO ATTEND A MEETING OF CHIPPING NORTON TOWN COUNCIL

TO: All Members of Chipping Norton Town Council

Cllrs. Sandra Coleman (Town Mayor) Steve Akers (Deputy Mayor), 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.

Venue: Lower Hall, Chipping Norton Town Hall

Date: Monday 21st July 2025

Time: 6:30pm

Katherine Jang
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.

AGENDA

1. **Apologies for absence.**

To consider apologies for absence.

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



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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 Monday 9th June 2025.

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 WODC.

7. **East Chipping Norton development**

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

8. **Civic Announcements**

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

9. **Reports from representatives of outside bodies**

To receive an update from members who sit on outside bodies

10. **Minutes and reports from Committees**

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

- a. Community Committee, 16th June 2025
- b. Traffic Advisory Sub-Committee, 26th June 2025
- c. Strategic Planning Committee, 7th July 2025
- d. Finance and Resources Committee 14th July 2025

11. **Correspondence**

To receive any correspondence for Council to note or respond to.

12. **Council Action Plan**

To receive and review the Council Action Plan which has been updated following



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committee action plan reviews.

13. Policies

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

- a. Co-option Policy
- b. Mayor's Allowance
- c. Investment Strategy

14. Health & Safety Consultant

To receive a quotation to continue with the Council's external H&S service provider.

15. Councillor Co-option

To receive an update following the council vacancy

16. Planning Applications

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

17. Date of the next meeting

Monday 13th October 2025