



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

TEL: 01608 642341

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Office Hours: Mon – Fri 9am – 1pm

TOWN CLERK: Katherine Jang

3rd June 2025

SUMMONS TO ATTEND A MEETING OF CHIPPING NORTON TOWN COUNCIL

TO: All Members of Chipping Norton Town Council

VENUE: Lower Hall, Chipping Norton Town Hall

DATE: Monday 9th June 2025

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.

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.

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 annual Council Meeting held on 12th May 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. To receive the accounts and balance sheet for 2024-25

To receive the accounts for year ending 31st March 2025.

11. To receive the internal audit reports for 2024-25

To receive and note a report from the internal auditor.

12. AGAR Section 1 – Governance Statements

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

13. 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.

14. 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.

15. Correspondence

To receive any correspondence and agree next steps.

16. Policies

To receive and approve the Redundancy Policy as reviewed by the Finance & Resources Committee.

17. Tree Survey

To receive a quotation for a 3-year programme of works for the trees that the Council maintains.

18. Yellow lining request at Chipping Norton Health Centre

To consider a request from Chipping Norton Health Centre regarding yellow single-lining

19. Planning Applications

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

20. Date of the next meeting – Monday 21st July 2025