

**MINUTES OF THE MEETING OF THE
WOODSTOCK TOWN COUNCIL
HELD AT 7.30 PM ON TUESDAY 22 FEBRUARY 2011
IN THE MAYOR'S PARLOUR, WOODSTOCK TOWN HALL**

PRESENT:

| | |
|----------------------------|-----------------------------------|
| Cllr J Cooper (Town Mayor) | Cllr Mrs V Edwards (Deputy Mayor) |
| Cllr C Carritt | Cllr I Thomas |
| Cllr Mrs J Dunsmore | Cllr T Gardiner |
| Cllr A Glees | Cllr Mrs L Glees |
| Cllr Mrs A Grant | Cllr Mrs E Jay |
| Cllr P Jay | Cllr P Redpath |
| Cllr Mrs T Redpath | Cllr Mrs P Richardson |
| Cllr Mrs E Stokes | Cllr E Poskitt |

ALSO IN ATTENDANCE:

One member of the public.

WTC/257/10 APOLOGIES FOR ABSENCE

None.

WTC/258/10 DECLARATIONS OF INTEREST

None

WTC/259/10 PLANNING MATTERS - APPLICATIONS

The following planning applications were received and considered

(a) Ref: 11/0221/P/FP

Erection of single storey front, single and two storey rear extensions. Erection of a detached office.

37 Brook Hill, Woodstock

RESOLVED

That WTC has no comment to make about this planning application.

(b) Ref: 11/0228/P/FP

Erection of two dwellings (to rectify boundary arrangements and to allow repositioning of dwellings, the use of reconstructed stone, changes to layout & Fenestration and canopies over front doors in place of projecting front porches). (Part retrospective).

25 & 27 New Road, Woodstock

RESOLVED

That WTC has no comment to make about this planning application.

WTC/260/10 MOTIONS PRESENTED TO COUNCIL

Two motions had been submitted to Council for consideration

(a) The following motion had been submitted by Cllr P Jay:

That:-

- 1. the management and maintenance of council properties (other than those owned for our own use and insofar as the council continues to own such assets) be henceforward left wholly in the hands of our professional advisers (currently Carter Jonas), in accordance with an appropriate*

contract itself subject to annual review and subject to an annual budget for all maintenance and capital expenditure as fixed by the council in its budget;

2. *the Finance Committee be asked to advise whether this requires any amendment of financial regulations;*
3. *the post of Council Member for Property be allowed to lapse from the Council's annual meeting in May, 2011; and*
4. *Councillors be reminded every year of Standing Orders 61, 63 and 64.*

Cllr C Carritt seconded the motion but asked that it be amended to remove point (3) as he considered it important that a Cllr leads on property matters for the Council and act as rapporteur at WTC meetings. Cllr P Jay accepted this amendment. Discussion followed. A Cllr called for a named vote:

For: Cllrs T Gardiner, Mrs V Edwards, J Cooper, Mrs E Jay, E Poskitt, P Jay, Mrs L Glees, C Carritt, Mrs E Stokes, A Glees and Mrs P Richardson (11)

Against: Cllrs I Thomas, Mrs A Grant, Mrs T Redpath, P Redpath and Mrs J Dunsmore (5)

RESOLVED

That:

1. the management and maintenance of council properties (other than those owned for our own use and insofar as the council continues to own such assets) be henceforward left wholly in the hands of our professional advisers (currently Carter Jonas), in accordance with an appropriate contract itself subject to annual review and subject to an annual budget for all maintenance and capital expenditure as fixed by the council in its budget;
2. the Finance Committee be asked to advise whether this requires any amendment of financial regulations; and
3. Councillors be reminded every year of Standing Orders 61, 63 and 64.

(b) The following motion had been submitted by Cllr Mrs T Redpath and seconded by Cllr Mrs A Grant:

That in view of the heavy costs being levied on the Town Council for its property management, and as the existing property contract is due for renewal, the Town Council undertakes a review of its property maintenance procedures and seeks and considers alternative options such as the appointment of a retired surveyor or similar.

Discussion followed. A Cllr called for a named vote:

For: Cllrs I Thomas, Mrs A Grant, Mrs T Redpath, P Carritt, Mrs P Richardson. Mrs J Dunsmore and T Gardiner (7)

Against: Cllrs E Poskitt, Mrs E Jay, P Jay, Mrs L Glees, C Carritt, Mrs E Stokes, A Glees, Mrs V Edwards and J Cooper (9)

The motion failed.

WTC/261/10 **CARTER JONAS CONTRACT REVIEW**

The five year property management contract with Carter Jonas has now run for 1 year and so was due its annual review. A breakdown of the Carter Jonas charges and contract provisions to date was considered by the Council and the projected expenditure for 2011/12 was reviewed. The respective roles of the property agents and the office staff were discussed as were the fixed fee charges for capital expenditure.

The Deputy Mayor proposed that WTC continue the current contract with Carter Jonas until 01 January 2012 and that WTC meet with Carter Jonas and revisit the capital fee charges. The Mayor seconded this motion. Discussion followed. A Cllr called for a named vote:

For: Cllrs E Poskitt, Mrs E Jay, P Jay, Mrs L Glees, C Carritt, Mrs E Stokes, A Glees, Mrs P Richardson, Mrs V Edwards and J Cooper (10)

Against: Cllrs I Thomas, Mrs A Grant, Mrs T Redpath, P Redpath, Mrs J Dunsmore and T Gardiner. (6)

RESOLVED

That WTC continue the current contract with Carter Jonas until 01 January 2012 and that WTC meet with Carter Jonas and revisit the capital fee charges.

EXCLUSION OF THE PUBLIC AND PRESS

The Mayor proposed that in view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw. This proposal was seconded by the Deputy Mayor.

RESOLVED

That in view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw.

WTC/262/10 **PROPERTY MATTERS**

(i) 8 Park Street

The council received and considered background papers and a recommendation by WTC's property advisors Carter Jonas relating to the refurbishment of 8 Park Street. The Mayor proposed that WTC employ the building company recommended by Carter Jonas to undertake this work. Cllr E Poskitt seconded this motion. Discussion followed. A Cllr called for a named vote:

For: Cllrs E Poskitt, P Jay, Mrs E Jay, Mrs L Glees, C Carritt, Mrs E Stokes, A Glees, Mrs V Edwards, J Cooper (9)

Against: Cllrs I Thomas, Mrs A Grant, Mrs T Redpath, P Redpath, Mrs P Richardson, Mrs J Dunsmore, T Gardiner (7)

RESOLVED

That WTC employ the building company recommended by Carter Jonas to undertake the refurbishment work at 8 Park Street.

(ii) 24 Market Place

The council received and considered the bill for legal fees that had been submitted by the Council's solicitors in respect of 24 Market Place. The Council Member for Property proposed that this bill be approved for payment. This motion was seconded by the Mayor.

RESOLVED

That WTC approves the payment of the council's solicitor invoice for the work associated with the lease for 24 Market Place.

WTC/263/10 CARETAKER RETIREMENT POLICY

The council received and considered a letter from a staff member that asked it to consider an alternative retirement date to that already proposed by WTC. The council also received and considered the advice received from its specialist employment advisors about this matter. The Mayor proposed that WTC maintain its existing position on this matter. This motion was seconded by Cllr Mrs T Redpath.

RESOLVED (13 for, 1 against and 2 abstentions)

That WTC will maintain its existing position on this matter.

The meeting rose at 9.15pm.

Signed Date