



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: Luci Ashbourne
1st October 2024

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 7th October 2024

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

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.

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 22nd July 2024.

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. Civic announcements

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

8. Reports from representatives of outside bodies

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

9. Minutes and reports from Committees

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

- a. Staffing Sub-Committee, 13th August 2024
- b. Planning Sub-Committee, 14th August 2024
- c. Community Committee, 9th September 2024
- d. Strategic Planning Committee, 16th September 2024
- e. Finance and Resources Committee, 23rd September 2024
- f. Staffing Sub-Committee, 1st October 2024
- g. Traffic Advisory Sub-Committee, 3rd October 2024

10. Correspondence

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

11. Council Action Plan

To note the Council Action Plan

12. CCTV in Chipping Norton

To receive a recommendation from the Strategic planning committee regarding CCTV upgrade in West Oxfordshire.

13. The Local Council Awards Scheme

To receive and note and awards letter and certificate confirming that the Council has received the Quality Award as part of the Local Council's Award Scheme.

14. Sustainability Road Map

To receive a proposal from Cllr Festa regarding next steps for establishing a sustainability roadmap.

15. Planning Applications

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

16. 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 items 17-20.

17. Christmas Lights

To receive a confidential report.

18. Property and Estates

To receive a confidential report.

19. Grounds and General Maintenance

To receive a report regarding the Council's maintenance and ground maintenance options.

20. Staffing matters

To receive a confidential report.

21. Date of the next meeting – Monday 9th December 2024