



Carterton Town Council

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Ron Spurs BSC MA MBA
Town Clerk

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Cllr Mrs L Little Town Mayor
Cllr M McBride Deputy Mayor

2 December 2015

Cllr M Brennan
Cllr R Brooks
Cllr Mrs D V Bulley
Cllr Miss S Coul
Cllr R Crapper
Cllr Mrs C Delaney
Cllr N Leverton
Cllr Mrs M Mead
Cllr D Melvin
Cllr Mrs N Miah
Cllr P Scott
Cllr Mrs S Scott-Stovold
Cllr M Steward
Cllr Mrs C Wilson

SUMMONS TO ATTEND

You are hereby summoned to attend a Meeting of CARTERTON TOWN COUNCIL to be held in the Council Chamber, Carterton Town Hall on **Tuesday 8th December 2015 commencing at approximately 8.00 p.m. following a presentation by Mr Chris Hargreaves of West Oxfordshire District Council.**

The Press and Public are welcome to attend this meeting. Questions and statements will be taken from members of the public during the period of time which is designated for public participation in accordance with The Town Council's Standing Order 1(d)

The law allows the Council's public meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. However, as a matter of courtesy, if you intend to record any part of the proceedings, please let the Town Clerk or Chairman know before the start of the meeting.

The Agenda for the meeting is below.

Yours faithfully

Ron Spurs
Town Clerk

AGENDA

Apologies

- 1 To receive any Declarations of Interest in respect of items on this Agenda as required by the Town Council Code of Conduct. Members are reminded that, in accordance with Town Council's Code of Conduct, they are required to declare any disclosable pecuniary interests or other interests which have not already been declared in the Council's Register of Interests.
- 2 To receive and approve the Minutes of the Town Council Meeting held on 17 November 2015.
- 3 Town Mayor's Announcements
- 4 Adjournment of 15 Minutes for Members of the Public to raise matters
- 5 Adjournment of 15 Minutes for County Councillors to raise matters
- 6 Clerk's Report - items for Noting. See attached.
- 7 Minutes of the Planning Committee Meeting of 17th November 2015 for Noting.
- 8 Minutes of the Policy & Resources Committee Meeting of 24th November 2015. To approve:
 - a) Code of Conduct - attached
 - b) Social Media Policy - attached
 - c) Risk Assessment (example attached)
 - d) Financial Regulations 2015 - attached
 - e) Financial Control Systems - attached
 - f) Investment Policy - attached
 - g) Standing Orders - attached
- 9 Minutes of the Events Sub-Committee Meeting held on 11th November 2015 - for Noting.
- 10 Town Council Budget & Precept for 2016/17 – for Approval:
 - a) Budget and Precept Report
 - b) Budget Detail by Committee
 - c) Budget Notes
- 11 Register of Interests - reminder to Councillors to update.
- 12 Bank Account Management - to approve the Clerk as an authorised contact.
- 13 Financial Statements and Income & Expenditure to 30 November 2015 – attached.
- 14 Accounts for Payment for December 2015 - for Approval.
- 15 Public Bodies (Admission to Meetings) Act 1960 - confidential items to follow.
- 16 Christmas Lights - payment to volunteer for Approval.
- 17 Minutes of the Extraordinary Meeting held on 10th November 2015 for Noting.