



Carterton Town Council

Town Hall
Alvescot Road
Carterton
Oxon OX18 3JL

Tel : 01993 842156

Ron Spurs BSC MA MBA
Town Clerk

Email rspurs@carterton-tc.gov.uk
www.carterton.net

Cllr Mrs L Little Town Mayor
Cllr M McBride Deputy Mayor

11 November 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 17th November 2015 commencing at 6.30 p.m. PLEASE NOTE THE EARLIER TIME.**

Included on the Agenda will be a presentation by Asda and the Post Office, which will be followed by the Planning Committee at approximately 7.00 p.m. The Town Council will meet on the rising of the Planning Committee.

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 attached.

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 20 October 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.
- 7 Minutes of the Planning Committee Meetings of 20th October and 3rd November 2015 for Noting
- 8 To receive the Minutes of the Finance Committee Meeting held on 27th October 2015 and Approve:
 - (a) Draft Procurement Policy - see attached.
 - (b) Engagement of Internal Auditor - verbal report while awaiting responses from some Members.
- 9 Minutes of the Events Sub-Committee Meeting held on 19th October 2015 - for Noting.
- 10 Requests for Financial Assistance:
 - (a) Clean Slate - see attached. The Clerk will give an update.
 - (b) Witney Rotary Club - see attached.
 - (c) British Heart & Lung Transplant Association - see attached.
- 11 Financial Statements and Income & Expenditure to 31 October 2015 – attached.
- 12 Accounts for Payment for November 2015 - for Approval.
- 13 Public Bodies (Admissions to Meetings) Act 1960 - Confidential items follow.
- 14 WYG Summary Report - to be tabled.
- 15 Request to use Council Land - see attached information for consideration.