



# Carterton Town Council

Tel : 01993 842156

Town Hall  
Alvescot Road  
Carterton  
Oxon OX18 3JL

**Ron Spurs** BSC MA MBA  
Town Clerk

Email [rspurs@carterton-tc.gov.uk](mailto:rspurs@carterton-tc.gov.uk)  
[www.carterton.net](http://www.carterton.net)

11<sup>th</sup> May 2016

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 P Lewis  
Cllr Mrs L Little  
Cllr M McBride  
Cllr Mrs M Mead  
Cllr D Melvin  
Cllr Mrs N Miah  
Cllr P Scott  
Cllr Mrs S Scott-Stovold  
Cllr Mrs C Wilson

## SUMMONS TO ATTEND

You are hereby summoned to attend the Annual Meeting of CARTERTON TOWN COUNCIL to be held in the Council Chamber, Carterton Town Hall on **Tuesday 17<sup>th</sup> May 2015 at 7.45pm.**

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 Agenda for the meeting is attached

Yours faithfully

**Ron Spurs**  
Town Clerk

## AGENDA

- 1 To receive any Apologies.
- 2 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.
- 3 Election of Town Mayor - 2016/17
- 4 Appointment of Deputy Town Mayor - 2016/17
- 5 Minutes of the Meeting held on 19 April 2016 for Approval
- 6 Town Mayor's Announcements
- 7 Clerk's Report - see below.
- 8 Committee Terms of Reference - see attached report.
- 9 Appointment of Standing Committees 2016/17 – current appointments attached.
- 10 Appointment of Representatives on Outside Bodies and Membership of Sub-Committees and Working Groups 2016/17 - current appointments attached.
- 11 Adjournment of 15 Minutes for Members of the Public to raise matters
- 12 Adjournment of 15 Minutes for County Councillors to raise matters
- 13 Minutes of the Planning Committee Meetings of 19<sup>th</sup> April and 3<sup>rd</sup> May 2016 for noting
- 14 Internal Auditor's Report - see attached.
- 15 Annual Return for year to 31 March 2016 – for Approval
- 16 Financial Statement to 30 April 2016 – see attached.
- 17 Accounts for Payment for April 2016 – see attached for Approval.
- 18 Confirmation of Appointment of Town Clerk & RFO - verbal report.
- 19 Market Fees - see attached report.
- 20 Town Centre Development - see attached report.

## Clerk's Report - Tuesday 17<sup>th</sup> May 2016

- 1 Streatfield House.** It is probable that in the next few days an Emergency Council meeting will be called for Council to consider and hopefully approve a lease contract for the ground floor of the premises. Once received, I will circulate a draft 'Heads of Terms' document for Council's consideration. The expected income is within the Council's expectations.
- 2 Children's/Family Centre.** On 3<sup>rd</sup> May together with the Mayor and Deputy Mayor I met with Jenny Withers (RAF) and Jo Smith (Carterton Children's Centre) to discuss how the town can retain a Children's/Family Centre in the future. I circulated an email to Councillors detailing progress and actions that came out of the meeting.
- 3 Day Centre.** There is nothing further to report regarding the Day Centre. No approach has been made to CTC applying for funds.
- 4 Skate Park.** Officers are continuing to gather information regarding the refurbishment of the Skate Park. Once the information is ready, a report will be submitted with options for consideration by Council.
- 5 Town Centre Refurbishment.** The standard columns, each holding two flower baskets, are beginning to be installed in the town centre.

### 6 Diary Dates:

<b><i>Bandstand Concert</i></b>	<b><i>Sunday 29 May 2016 on ARR G 2-4pm</i></b>
Council Administration	Tuesday 24 May 2016 at 7.00pm (tbc)
Amenities & Economic Regeneration	Wednesday 25 May 2016 at 7.00pm (tbc)
Planning Committee	Tuesday 7 June 2016 at 7.30pm
Planning & Town Council	Tuesday 21 June 2016 at 7.30pm

**Ron Spurs  
May 2016**