



# Carterton Town Council

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**Ron Spurs** BSC MA MBA  
Town Clerk

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13 September 2017

CLlr Mrs L Little - Chairman  
CLlr N Leverton - Vice-Chairman

CLlr M Brennan  
CLlr R Brooks  
CLlr Ms J Bull  
CLlr Mrs D V Bulley  
CLlr Miss S Coul  
CLlr R Crapper  
CLlr Mrs C Delaney  
CLlr J Hayes  
CLlr M McBride  
CLlr Mrs M Mead  
CLlr D Melvin  
CLlr P Scott  
CLlr Mrs S Scott-Stovold  
CLlr Mrs C Wilson

## SUMMONS TO ATTEND

**PLEASE NOTE THAT THERE WILL BE A PRESENTATION TO THE COUNCIL  
AT 7PM BY REPRESENTATIVES FROM CARTERTON COMMUNITY COLLEGE**

You are hereby summoned to attend the Meeting of **CARTERTON TOWN COUNCIL** on **19 September 2017 at 7.45 pm.**

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).

**If you are unable to attend and wish your apologies to be recorded, you must let the Town Clerk and Assistant Clerk know by 5.00 pm at the latest on the day 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 18 July 2017 - see attached.
- 3 Town Mayor's Announcements
- 4 Clerk's Report - see attached.
- 5 Adjournment of 15 Minutes for Members of the Public to raise matters
- 6 Adjournment of 15 Minutes for County Councillors to raise matters.
- 7 Minutes of the Events Working Group Meetings held on 20 July 2017 and 7 September 2017.
- 8 Minutes of the Planning Committee Meetings of 18 July, 1 August, 15 August and 5 September 2017 for Noting.
- 9 Minutes of the Urgency Committee Meeting of 15 August 2017 for Noting.
- 10 Minutes of the Amenities and Economic Regeneration Committee held on 5 September 2017 - Items 8-14 for Approval.
- 11 Allandale Centre - Report of the Town Clerk – see attached.
- 12 Quinquennial Report – Report of the Town Clerk – see attached.
- 13 Christmas Lights – Report of the Town Clerk – see attached.
- 14 Donation Request – Soldiers of Oxfordshire Museum. See attached letter.
- 15 Request for Financial Assistance – OXPIP. See attached.
- 16 Audit:
  - a. Issues Arising from the External Audit for 2016/17 – see attached.
  - b. Appointment of External Auditor for 2017/18 – verbal update.
  - c. Appointment of Internal Auditor 2017/2018 – for Approval.
- 17 Bank Reconciliation to 31 July and 31 August 2017 – see attached for noting.
- 18 Income Received July and August 2017 – see attached for Noting.
- 19 Accounts for Payment and Debit Card transactions for August 2017 - for Noting.
- 20 Accounts for Payment for September 2017 – for Approval.
- 21 **Public Bodies (Admission to Meetings) Act 1960. Confidential item follows.**
- 22 Staff Training – CiLCA and ILCA Enrolment – for Approval.
- 23 Item 15 of Amenities and Economic Regeneration Committee Minutes of 5 September 2017 - Grounds Maintenance Contracts - for Approval.