



# Carterton Town Council

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**Ron Spurs** BSC MA MBA CILCA  
Town Clerk

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12 June 2019

Cllr M Mead - Chairman  
Cllr N Leverton - Vice-Chairman

Cllr S Baylis  
Cllr J Bull  
Cllr C Cook  
Cllr R Crapper  
Cllr P Handley  
Cllr E Hatton  
Cllr C James  
Cllr L Little  
Cllr M McBride  
Cllr D Melvin  
Cllr J Sangster  
Cllr D Wesson  
Cllr K Wood

## SUMMONS TO ATTEND

You are hereby summoned to attend the Meeting of CARTERTON TOWN COUNCIL on **18 June 2019 at 7.00 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 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 that have not already been declared in the Council's Register of Interests.
- 2 Minutes of the Town Council Meeting held on 14 May 2019 - for Approval
- 3 Minutes of the Amenities & Economic Regeneration Committee Meeting held on 28 May – for Approval.
- 4 Minutes of the Administration Committee Meeting of 28 May 2019 – for Approval.
- 5 Minutes of the Planning Committee Meeting of 21 May 2019 for Noting.
- 6 Minutes of the Urgency Committee Meeting of 4 June 2019 for Noting.
- 7 Minutes of the ARRG Working Group held on 10 June 2019 for Noting.
- 8 Town Mayor's Announcements
- 9 Clerk's Report - see attached
- 10 Adjournment of 15 Minutes for Members of the Public to raise matters in relation to any items on the Agenda.
- 11 Adjournment of 15 Minutes for County Councillors to raise matters.
- 12 Allandale Roof – Report by Town Clerk
- 13 Alterations to the Allandale Centre by Carterton Family Centre – For Approval
- 14 Draft Annual Return for year ending 31 March 2018:
  - a. Annual Internal Audit Report – for Noting
  - b. Annual Governance Statement at Section 1 – for Approval
  - c. Accounting Statements at Section 2 - for Approval
- 15 Christmas Lights – Increased budget head for 2019 – for Approval.
- 16 Financial Statement to 31 May 2019 for Noting
- 17 Details of income received during May 2019 for Noting.
- 18 Details of Debit Card Transactions in May 2019 for Noting.
- 19 Accounts for Payment for June 2019 - see attached for Approval.
- 20 Public Bodies (Admission to Meetings) Act 1060**
- 21 Confidential Minutes of the Administration Committee held on 28 May 2019.

## **Clerk's Report – 18 June 2019**

- 1 **May Day Fair** – the Carterton, Witney and District Branch of Save the Children have written to thank the Town Council for its support of their May Day Fair 2019, which raised in the region of £6,500.
- 2 **Sue James BEM** – we are pleased to report that Sue James has been awarded the British Empire Medal in the Queen's Birthday Honours List for her services to Save the Children.
- 3 **1 Streatfield House** – following the closure of Hunters Estate Agents, the new tenant of 1 Streatfield House will be The Shake Shop, which will open to the public at 3.15pm on Tuesday 2 July 2019.
- 4 **Diary dates:**
  - Friday 21 June School children selling plants on Market Square
  - Sunday 23 June Open Gardens Day 1-6pm
  - Saturday 29 June Armed Forces Day
  - Tuesday 2 July Planning Committee 6.45pm
  - Tuesday 16 July Planning & Town Council 6.45pm & 7.00 pm
  - Friday 19 July Commencement of Carterton Celebrates (until Sunday 28<sup>th</sup>)
  - Saturday 20 July Carterton Carnival 11.00am – 5.00pm

Ron Spurs  
Town Clerk