

Notice of an Ordinary Meeting of

Didcot Town Council

29th June 2020 at 7.30pm

Online at zoom.us (or via your device app)



All Members of Didcot Town Council are summoned to attend the **Ordinary Meeting** of the Council on **Monday 29th June 2020 online at 7.30pm.**

Admission of the public and media

The Council welcomes members of the public to its meetings in accordance with the Public Bodies (Admission to Meeting) Act 1960. Admission to this meeting will be online (**The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.**)

Reports and minutes

We add reports and minutes to our website.

Recording, photographs and filming

The press or public may audio-record, photograph or film meetings, or report from the meeting using social media. As such members of the public may be recorded or photographed during the meeting.

We ask that anyone wishing to record or photograph the meeting notifies the Town Clerk before the start of the meeting.

Public participation – via zoom.us (or via your device app)

The Council welcomes the public's involvement in meetings, which must be in accordance with our rules (Standing Orders 18 – 20 on a matter before the Council).

At the relevant time during the meeting, the Mayor will invite members of the public to present their questions, statements or petitions. To find out about participation – or

to view without speaking – please email the Town Clerk to request an invitation and the meeting ID at jwheeler@didcot.gov.uk .

How to join the meeting using zoom.us

Should any member of the public wish to join the electronic meeting, please contact the Town Clerk by email – jwheeler@didcot.gov.uk to request an invitation. You will be provided with instructions on how to join the meeting. You will need to sign up to a Zoom account, which is free. You should use your browser to find zoom.us, then simply follow the instructions to sign up. Should you wish to comment rather than attend, please email the Town Clerk or the Mayor prior to the meeting.



The business to be transacted at the meeting will be:

1. Apologies

2. Declarations of interest

Members are reminded to declare any interests on any item on this agenda in accordance with Didcot Town Council's Code of Conduct.

3. To receive petitions – none received.

4. To approve and adopt the minutes of the Mayor-making and Annual Council meeting held on 4th May 2020, and to include questions on the minutes as to the progress of any item. All minutes are attached.

5. To consider recommendations of Committees to Council in accordance with Standing Orders 98 to 105

(a) Planning and Development Committee

(i) To receive the minutes:

19th February 2020

11th March 2020

1st April 2020

22nd April 2020

13th May 2020

Recommendation Minutes 5 and 6 terms of reference and schedule of delegation – *see agenda item 10 below*

3rd June 2020 – (to be approved by Committee)

(b) Finance and General Purposes Committee

(i) To receive the minutes:

30th March 2020 – cancelled due to Covid-19

27th April 2020

Recommendation – Minute 158: Financial regulations – *see agenda item 9*

Recommendation Minute 159: Standing Orders – *see agenda item 8*

Recommendation Minute 160: Legal advice – *see agenda item 7*

20th May 2020

Recommendation: Minute 5 terms of reference and schedule of delegation – see *agenda item 10 below*

(c) Personnel and Administration Committee

(i) To receive the minutes:

6th April 2020 – cancelled due to Covid-19

1st June 2020 (To be approved by Committee)

Recommendation – Minute 5 terms of reference and schedule of delegation – see *agenda item 10 below*

(ii) **Recommendation:** Minute 8: Training and Development Policy – see *recommended policy attached*.

(iii) **Recommendation:** Minute 9: Cllr email boxes– see *attached report*.

(d) Environment and Climate Committee

(i) To receive the minutes:

23rd March 2020 – Meeting cancelled due to Covid-19 but points agreed by email are attached.

18th May 2020 – **Recommendations** see ExtraOrdinary meeting 15th June 2020

15th June 2020 ExtraOrdinary meeting (to be approved by Committee)

(ii) **Recommendation:** Minute 24 – 20mph item – see *report*

(iii) **Recommendation:** Minute 24 – pavilion – see *report*

(iv) **Recommendation:** Minute 24 – Tyne Avenue land – see *report*

Recommendation – Minutes 25 and 26 terms of reference and schedule of delegation – see *agenda item 10 below*

(e) Civic Hall Management Committee

(i) To receive the minutes:

25th March 2020 – Meeting cancelled due to Covid-19

27th May 2020 – (to be approved by Committee)

Recommendation - Minute 5 terms of reference and schedule of delegation – see *agenda item 10 below*

6. To receive the Mayor's Report

MAYOR

Date	Day	Event
8/5/20	Friday	11.00am Two minute silence at the Town war memorial
8/5/20	Friday	3pm "Nations Toast" to those who gave so much in the war.

DEPUTY MAYOR'S REPORT

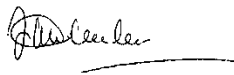
Date	Day	Event
8/5/20	Friday	11.00am Two minute silence at the Town war memorial

7. **To consider the legal advice from Wellers Hedley solicitors tabled at the Annual Meeting on 4th May 2020** – see *deferred report from 4th May; original report from 13th January and legal advice from the solicitors.*
8. **To review and consider adoption of the Standing Orders April 2020** – tabled at the Annual Meeting on 4th May 2020 - *Standing Orders posted to all Councillors*
9. **To review and consider adoption of the Financial Regulations April 2020** – tabled at the Annual Meeting on 4th May 2020 – *Financial Regulations posted to all Councillors*
10. **To consider the revised Terms of Reference and Schedule of Delegation for all Standing Committees** – see *attached reports from Committees.*
11. **To invite nominations for the two vacant seats – one on Planning and Development Committee and the other on Personnel and Administration Committee.**
12. **To approve appointments to Outside Organisations** – see *attached report.*
13. **To receive and agree the financial payments made during April and May 2020** – see *attached list.*
14. **To receive such communications as the Leader of the Council may wish to bring before Council and to consider the recommendation of the Leader on how such communications should be dealt with.**

15. To consider motions in the order in which they have been notified.
16. Didcot Garden Town Project and the report of the Council's Representative on the Didcot Garden Town Management Board – see *attached press release*.
17. Questions to the Leader concerning the business of the Council in accordance with Standing Order 45.

EXCLUSION OF THE PRESS AND PUBLIC

Pursuant to Section 1 of the Public Bodies [Admission to Meetings] Act 1960 the committee will be asked to exclude the press and public from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted



Mrs Janet Wheeler
Town Clerk and Responsible Finance Officer
23rd June 2020

