

## Annual Meeting

Tuesday 16<sup>th</sup> May 2023 at 7.30pm

Main Hall, Didcot Civic Hall



## Minutes

Note: These minutes are subject to approval as a true and correct record by the next meeting of the Council.

### PRESENT

Councillors:

A Macdonald (Mayor)	C Jennings (Leader)
A Jones (Deputy Mayor)	K Morrison (Deputy Leader)
S Cole	J Loder
D Guerra Aragao	D Macdonald
O Glover	H Macdonald
N Hards	Z Mohammed
L Hislop	G Roberts
A Hudson	D Rouane
M Khan	T Worgan
	Vacant seat

Officers:

Janet Wheeler - Town Clerk

Two members of the public were also present. 1 member of the press.

### 11. To receive apologies

Apologies were received from Cllrs J Broadbent and G Ryall.

### 12. To receive declarations of interests

There were no declarations.

### 13. To receive nominations to existing Committees and to make appointments in accordance with Standing Order 105

It was proposed by Cllr C Jennings and seconded by Cllr T Worgan and RESOLVED that the following members sit on the following standing Committees:

### **Personnel and Administration Committee**

Cllr C Jennings (Acting Chair)

Cllr J Loder (Acting Deputy Chair)

Cllr D Macdonald

Cllr H Macdonald

Cllr G Ryall

Subs: Cllrs T Worgan; D Guerra Aragao; O Glover; M Khan and L Hislop

### **Finance & General Purposes Committee**

Cllr T Worgan (Acting Chair)

Cllr G Roberts (Acting Deputy Chair)

Cllr J Broadbent

Cllr D Guerra Aragao

Cllr N Hards

Cllr J Loder

Cllr G Ryall

Subs: Cllrs H Macdonald; D Rouane; O Glover; C Jennings; M Khan; L Hislop and A Hudson.

### **Environment & Climate Committee**

Cllr G Roberts (Acting Chair)

Cllr K Morrison (Acting Deputy Chair)

Cllr S Cole

Cllr A Jones

Cllr A Hudson

Cllr J Broadbent

Cllr L Hislop

Subs: Cllrs C Jennings; D Guerra Aragao; H Macdonald; Z Mohammed; D Macdonald; M Khan; G Ryall.

### **Property & Facilities Committee**

Cllr K Morrison (Acting Chair)

Cllr H Macdonald (Acting Deputy Chair)

Cllr M Khan

Cllr A Jones

Cllr Z Mohammed

Cllr A Hudson

Cllr L Hislop

Subs: Cllrs D Guerra Aragao; G Roberts; O Glover; C Jennings; J Broadbent; D Macdonald; Nick Hards.

### **Planning & Development Committee**

Cllr D Rouane (Acting Chair)

Cllr H Macdonald (Acting Deputy Chair)

Cllr N Hards

Cllr S Cole

Cllr C Jennings

Cllr L Hislop

Cllr A Hudson

Subs: Cllrs G Roberts; A Jones; Z Mohammed; J Loder; D Macdonald; J Broadbent; G Ryall.

#### **14. To receive nominations and make appointments to working groups, external bodies and organisations**

It was proposed by Cllr C Jennings and seconded by Cllr K Morrison and RESOLVED to adopt a temporary list until the F&GP Committee can review these appointments. The F&GP Committee will report back at the next full Council meeting – or when officer time allows. (NB: Annual return work must take priority at this time of the year.)

Cllr M Khan stated that his list from the Labour Councillors was already resolved. The current nominations from both parties are as follows:

<b>Outside Body</b>	<b>DTC Representative</b>
<b>Allotment Liaison Representatives</b>	Cllr N Hards – site to be confirmed
Broadway Allotments	Cllr A Jones
Cockcroft Allotments	
Mereland Road Allotments	
New Road Allotments	Cllr D Rouane
Wantage Road Allotments	

Allotment Liaison Group Chair	
CCTV Management Group	Mayor or Leader and Town Clerk
Citizens Advice (1)	Cllr G Roberts/Cllr L Hislop
Didcot Arts & Community Association	Cllr H Macdonald/Cllr J Broadbent
Didcot Chamber of Commerce (1)	Cllr M Khan/Cllr O Glover
Didcot North East Stakeholder Group (2)	Cllr Z Mohammed/Cllr K Morrison/ N Hards
(NEW) Didcot Powerhouse Advisory Group (1)	Cllr T Worgan
Didcot Town Fayre Working Group (6)	Cllrs M Khan; D Macdonald, A Macdonald; A Jones and O Glover
Didcot Garden Town Advisory Board	Cllr C Jennings/Cllr K Morrison
Earth Trust Local Stakeholder Group (1)	Cllr L Hislop/Cllr G Roberts
Fleet Meadow Community Trust (7)	Cllr D Rouane/Cllr M Khan/Cllr H Macdonald/Cllr T Worgan/Cllr Z Mohammed + two vacant seats
Hagbourne Charities to act as Trustees ideally for a 4 year term	Cllr C Jennings and Cllr O Glover
King Alfred Drive Community Centre (KADCC)	Cllr L Hislop
Ladygrove Management Group inc the Fishing Association – to look after all assets in Ladygrove including the lakes and recreation ground	Cllr D Rouane/Cllr C Jennings/ Cllr K Morrison/ Cllr T Worgan/ Cllr Z Mohammed/Cllr O Glover/ Cllr J Broadbent
Oxfordshire Association of Local Councils (OALC) (2)	Cllr M Khan and Cllr K Morrison
Oxfordshire Larger Local Councils	Cllr C Jennings and the Town Clerk
Parish Transport Representative	Cllr T Worgan
Power Station Liaison Committee (2)	Cllr D Aragao; Cllr K Morrison; Cllr A Macdonald
Public Art Working Group (5)	Cllr T Worgan; Cllr H Macdonald; Cllr K Morrison; Cllr J Loder; Cllr Nick Hards; Cllr D Macdonald
Sutton Courtenay Local Liaison Committee (1)	Cllr O Glover
Traffic Advisory Group (open to all)	Everyone
Twinning Association (1)	Cllr J Loder/Cllr A Macdonald

**15. To receive any amendments to the Standing Orders and Financial Regulations as recommended under Standing Order 132**

It was proposed by Cllr C Jennings and seconded by Cllr K Morrison and RESOLVED to approve the standing orders for now. As many of the Councillors are new to the Council they will reserve the right to review this document. Cllr M Khan recommended waiting at least six months to fully understand the workings of the Council. It was RESOLVED to approve the recommended amendments to the Financial Regulations as proposed by the Finance & General Purposes Committee at their meeting on 24<sup>th</sup> April 2023.

Cllr C Jennings then proposed an amendment where Councillors are required to stand when speaking. He proposed that Councillors should no longer be required to stand on the grounds that it was more difficult for some members. This proposal was seconded by Cllr H Macdonald and RESOLVED.

(NB: The standing order to stand when speaking used to be SO 58 – however this is not now in the standing orders. It could be that this was removed during the pandemic when members were allowed to meet remotely. Therefore the Standing Orders approved on 29<sup>th</sup> June 2020 stands unchanged.)

**16. To approve the minutes of the Council meeting held on 6<sup>th</sup> March 2023 and to include questions on the minutes as to the progress of any item**

The Mayor paged through the minutes for amendments:

It was proposed by Cllr M Khan and seconded by Cllr D Macdonald and RESOLVED to approve the minutes with no amendments. There was one abstention.

**17. To receive the Committee minutes and decisions taken under delegated authority and to consider recommendations of Committees to Council in accordance with Standing Orders 95 – 112****a) Planning and Development Committee**

It was proposed by Cllr D Macdonald and seconded by Cllr M Khan and RESOLVED to receive the Minutes for the meeting held on 8<sup>th</sup> March 2023; 29<sup>th</sup> March 2023 and 19<sup>th</sup> April 2023 (to be approved at Committee). There were no recommendations.

**b) Finance and General Purposes Committee**

It was proposed by Cllr M Khan and seconded by Cllr A Hudson and RESOLVED to receive the Minutes for the meeting held on 27<sup>th</sup> March 2023 and 24<sup>th</sup> April 2023 (to be approved at Committee).

There were several recommendations:

**Minute 164 and Minute 176:** It was proposed by Cllr D Rouane and seconded by Cllr K Morrison and RESOLVED to approve the rolling and ear-marked reserves for 2023 – 2024 and the proposal for a new ear-marked reserve entitled CIL Splashpark. The vote was unanimous.

**Minute 178:** It was proposed by Cllr H Macdonald and seconded by Cllr D Rouane and RESOLVED to note treatment of the £2.4m loan into three tranches of £750,000. This vote was unanimous.

**Minute 180:** This item was deferred until the end of the meeting in order to receive a presentation from Pears Mapping and an opportunity to ask questions.

### **c) Environment & Climate Committee**

It was proposed by Cllr A Macdonald and seconded by Cllr A Hudson and RESOLVED to receive the Minutes for the meeting held on 13<sup>th</sup> March 2023. There were no recommendations.

### **d) Personnel and Administration Committee**

It was proposed by Cllr M Khan and seconded by Cllr A Hudson and RESOLVED to receive the minutes for the meeting held on 3<sup>rd</sup> April 2023.

There was one recommendation:

**Minute 68:** It was proposed by Cllr M Khan and seconded by Cllr T Worgan to accept this proposal for automated subscriptions to receive agendas and minutes – but in principle subject to GDPR compliance. This item would be reviewed again at the next meeting of the P&A Committee. The vote was unanimous.

### **e) Property & Facilities Committee**

It was proposed by Cllr M Khan and seconded by Cllr A Hudson and RESOLVED to receive the minutes of the meeting held on 22<sup>nd</sup> March 2023. There was one recommendation:

**Minute 62:** It was proposed by Cllr M Khan and seconded by Cllr A Hudson and RESOLVED to approve the charges for hired out service policy. The vote was unanimous.

## **18. To receive the Mayor's Report and the Deputy Mayor's report**

Both reports were noted by the Council.

## **19. 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.**

There were no communications for this meeting.

**20. Didcot Garden Town Project and the report of the Council's representative on the Didcot Garden Town Advisory Board**

Cllr D Rouane asked the Town Clerk to organise a meeting with a representative of the Garden Town in order to appraise all members on current projects. Cllr H Macdonald suggested that questions should be forwarded in advance to the Garden Town team. This was AGREED.

**21. Questions to the Leader concerning the business of the Council in accordance with Standing Order 58**

Cllr C Jennings had only just been elected so there were no questions. Cllr T Worgan led congratulations to the Didcot Town Football team for their recent promotion. This was AGREED.

**Standing Orders were suspended to receive a presentation from Pears Mapping in relation to the recommendation from F&GP – Minute 180.**

After the presentation and questions from members – standing orders were reinstated.

**16 b F&GP Committee Minute 180: To consider the purchase of the Pears Mapping software**

Cllr M Khan spoke in support of the purchase stating that this could be a great tool for forming an inventory of our assets and communicating with the public on the ownership and work of the Town Council.

It was proposed by Cllr C Jennings and seconded by Cllr K Morrison that the Council approves the purchase in principle and sends this item to the F&GP Committee for further scrutiny. The vote was unanimous.

*NB: It was agreed by Cllr C Jennings and Cllr M Khan after the meeting that the purchase should go ahead as it would be some time before the F&GP Committee could review the software. There was an urgency to get the Asset Register started before the annual return is sent to the auditor at the end of June. Pears are an existing customer of DTC and would work with the staff to make the best use of the different elements of the product.*

The meeting closed at 8.36pm.

Signed:

(Mayor)

Date: