

## Council Meeting

Monday 29<sup>th</sup> June 2020 at 7.30pm

Online at [zoom.us](https://zoom.us) (or via your device app)



## Minutes

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

### PRESENT

Councillors:

P Davies	M Mallows
A Dearlove	M McNeill
J Durman	J Moody
E Hards (Mayor)	D Rouane
V Haval	A Sandiford
A Hudson	P Siggers
M Khan (Deputy Mayor)	A Thompson
A Macdonald	M Walsh
D Macdonald	C Wilson

Officers:

Janet Wheeler - Town Clerk;

One member of the public also attended remotely.

The Mayor called for a minute's silence to remember a former Mayor of Didcot, Cllr Colin Daukes and a former Town Councillor, Cllr Alan Davies.

### 12. Public Participation

A resident of Ladygrove estate – expressed a view to the Council regarding: a focus on the environment; overgrown undergrowth; litter; and the opportunity to focus on community groups that have a greater awareness as a result of community volunteering during the past few months of the pandemic. He wanted the Council to reach out to these groups and help facilitate community spirit.

### 13. To receive apologies

Cllr NF Harris did not attend the meeting. Cllrs S Hewardine and P Giesberg sent their apologies.

#### **14. To receive declarations of interests**

There were no declarations.

It was proposed by the Mayor and seconded by Cllr A Dearlove and RESOLVED to suspend standing order 58 – standing to address the Chair – due to this being a meeting held remotely. The vote was unanimous.

It was proposed by the Mayor and seconded by Cllr M Khan and RESOLVED to suspend standing order 78 in accordance with Section 39.1 Schedule 12 of the Local Government Act 1972 in order to permit a majority of the Members present and voting to carry a motion to permanently vary or revoke one of the Council's Standing Orders.

The Mayor was clear that the Town Council was not rescinding a decision taken at the Full Council meeting in January 2020; it was on the advice of the solicitor; going through the process again to clarify the decision taken by the Council.

VOTE: IN FAVOUR = 16; ABSTENTION = 2; AGAINST = 0

#### **15. To receive petitions**

No petitions received.

#### **16. To approve and adopt the minutes of the Mayor-making and Annual Council meeting held on 4<sup>th</sup> May 2020**

The Mayor paged through the minutes for accuracy and to allow for questions. There were two amendments: item 7 it was agreed to “refer the scheme of delegation” not “defer”. On the Personnel and Administration Committee appointments – Cllr A Macdonald was the Vice Chair needing the addition of “Vice”.

It was proposed by the Mayor and seconded by Cllr M Khan and RESOLVED to approve the Minutes for Mayor-making and the Annual Meeting held on the 4<sup>th</sup> May 2020 with the above two amendments.

Cllr D Rouane asked whether the meetings of the Emergency Pandemic Crisis Group would come to Council. The notes of the meetings were circulated to Councillors every week and listed on the DTC website. The Town Clerk was happy to add them to a future agenda if this was required by Members.

#### **17. To consider recommendations of Committees to Council in accordance with Standing Orders 98 to 105.**

##### **a) Planning and Development Committee**

It was proposed by Cllr A Dearlove and seconded by Cllr J Durman to receive the Minutes for the meeting held on **19<sup>th</sup> February 2020**. There was one abstention.

It was proposed by Cllr A Dearlove and seconded by Cllr D. Macdonald to receive the Minutes for the meeting held on **11<sup>th</sup> March 2020**. There was one abstention.

It was proposed by Cllr A Dearlove and seconded by Cllr J. Durman to receive the Minutes for the meeting held on **1<sup>st</sup> April 2020**. There was one abstention.

It was proposed by Cllr A Dearlove and seconded by Cllr J. Durman to receive the Minutes for the meeting held on **22<sup>nd</sup> April 2020**. There was one abstention.

It was proposed by Cllr A Dearlove and seconded by Cllr M Mallows to receive the Minutes for the meeting held on **13<sup>th</sup> May 2020**. There was one abstention.

It was proposed by Cllr A Dearlove and seconded by Cllr P. Siggers to receive the Minutes for the meeting held on **3<sup>rd</sup> June 2020**. Cllr P Davies had two queries regarding the access across the A4130 and the response to the toucan crossing. The Chair clarified the decisions taken at the Committee. The vote was held with one abstention.

#### **b) Finance and General Purposes Committee**

The meeting due to be held on **30<sup>th</sup> March 2020** was cancelled due to the pandemic Covid –19.

It was proposed by Cllr J Moody and seconded by Cllr P Siggers to receive the Minutes for the meeting held on **27<sup>th</sup> April 2020**. It was noted that Minute 159 should say SO 100g not SO 22g. The vote was unanimous.

It was proposed by Cllr J Moody and seconded by Cllr P Siggers to receive the Minutes for the meeting held on **20<sup>th</sup> May 2020**. The vote was unanimous.

#### **c) Personnel and Administration Committee**

The meeting due to be held on **6<sup>th</sup> April 2020** was cancelled due to the pandemic Covid – 19.

It was proposed by Cllr M Khan and seconded by Cllr A Macdonald to receive the Minutes for the meeting held on **1<sup>st</sup> June 2020**. There was one abstention.

**(i) Recommendation: Minute 8: Training and Development Policy.** It was proposed by Cllr M Khan and seconded by Cllr A Macdonald and RESOLVED to approve this Policy. The Policy will be reviewed every two years. The vote was unanimous.

**(ii) Recommendation: Minute 9 DTC Councillor emails:** It was proposed by Cllr M Khan and seconded by Cllr A Dearlove and RESOLVED to approve the timetable for the switch over to the DTC Councillor emails. The Councillors will be given until early September to switch onto the DTC emails and stop using their own private email. It was noted that there would have to be a new set up every four years depending on elections. The vote was held on the timing and it was RESOLVED with one vote against.

#### **d) Environment and Climate Committee**

The meeting due to be held on **23<sup>rd</sup> March 2020** was cancelled due to the pandemic

Covid – 19. There were notes on points made via email which were agreed by the Committee.

It was proposed by Cllr M Walsh and seconded by Cllr A Hudson and RESOLVED to receive the notes from **23<sup>rd</sup> March 2020**. There was one abstention.

It was proposed by Cllr D Macdonald and seconded by Cllr A Hudson and RESOLVED to receive the minutes from **18<sup>th</sup> May 2020**. There was one abstention.

It was proposed by Cllr D Macdonald and seconded by Cllr A Macdonald and RESOLVED to receive the minutes from **15<sup>th</sup> June 2020** – Extra Ordinary Committee meeting. The vote was unanimous. There were three recommendations:

**(i) Recommendation Minute 24: 20 mph in Didcot.** It was proposed by Cllr C Wilson and seconded by Cllr A Macdonald and RESOLVED to refer this item to the Traffic Advisory Group meeting in September where there would be an opportunity to ask questions. There was one against.

**(ii) Recommendation Minute 24: Brief for the new Pavilion in Edmonds Park.** It was proposed by Cllr D Macdonald and seconded by Cllr A Hudson and RESOLVED to approve the amendments in the brief to the architect including the decision not to have lettable space in the new pavilion but to add some break out rooms. The vote was unanimous.

**(iii) Recommendation Minute 24: Tyne Avenue Land.** This item had been referred back to full Council because the Environment and Climate Committee do not have the authority to commit the Council to the extra expenditure needed to maintain this land. It was proposed by Cllr D Macdonald and seconded by Cllr A Macdonald to refer this item to the Finance and General Purposes Committee.

After much discussion, it was proposed by Cllr Wilson and seconded by Cllr P Davies to form a working group to continue engagement with the football club and bring a proposal back to full Council. This was not voted on.

It was proposed by Cllr D Macdonald and seconded by Cllr A Macdonald to reinstate the original working group formed from members of the Environment Committee to make contact again with the football club. Vote: IN FAVOUR = 3; AGAINST = 15. The proposal falls.

It was proposed by Cllr M Khan and seconded by Cllr E Hards and RESOLVED to delay a return of this item to the Finance Committee whilst members of the Environment and Climate Committee carry out further work on this matter and formulate a detailed proposal. The matter would then be referred to the Finance Committee. The vote was unanimous.

#### **e) Civic Hall Management Committee**

The meeting due to be held on **25<sup>th</sup> March 2020** was cancelled due to the pandemic Covid – 19.

It was proposed by Cllr P Siggers and seconded by Cllr J Moody and RESOLVED to receive the Minutes of the meeting held on **27<sup>th</sup> May 2020**. There was one abstention.

#### **18. To receive the Mayor's Report**

The report from the Mayor and Deputy Mayor was noted.

**19. To consider the legal advice from Wellers Hedley solicitors tabled at the Annual Meeting held on 4<sup>th</sup> May 2020.** Members were provided with the original report which went to the Full Council meeting on 13<sup>th</sup> January 2020; the report which was tabled on 4<sup>th</sup> May and the advice from the solicitor which was also tabled at the Annual Meeting on 4<sup>th</sup> May 2020.

It was proposed by the Mayor and seconded by Cllr M Khan and RESOLVED that Council pass a resolution in line with the recommendations from the solicitor - to permanently revoke the requirements of standing order 78 and replace the standing order with a new requirement that any such motion be carried with a majority of the members of the Council present and voting. This resolution was to take immediate effect.

Cllr Mallows spoke of case history some years ago where the Court held that a simple majority should be the basis on all votes for a local authority.

The vote was unanimous.

#### **20. To review and consider the adoption of the Standing Orders April 2020.**

This was the result of a year of meetings of the Standing Orders Working Group. The proposed standing orders had been reviewed at the meeting of the Finance and General Purposes Committee on 27<sup>th</sup> April 2020 and tabled without discussion at the Annual Meeting held on 4<sup>th</sup> May 2020.

It was proposed by the Mayor and seconded by Cllr M Khan to accept this version of the standing orders.

An amendment was proposed by Cllr J Moody and seconded by Cllr P Davies to amend standing order 100g from "each standing committee" back to "all standing committees".

Vote on the amendment: IN FAVOUR = 16; AGAINST = 1; ABSTENTION = 1. The amendment was carried.

Cllr P Davies proposed an amendment to standing order 108 requesting that the sentence: "The Committee may at their discretion invite the Councillor to participate in the debate on that item" be deleted. This was seconded by Cllr D Rouane. There was a debate about the rights of Councillors who put forward motions and find it difficult to speak if they are not a member of the Committee. Cllr E Hards did not accept this amendment.

The vote regarding the deletion of standing order 108 was held: IN FAVOUR = 3; AGAINST = 12; ABSTENTION = 3. The motion falls.

The vote was held on acceptance of the standing orders with the agreed amendment relating to SO 100g:

VOTE: IN FAVOUR = 17; AGAINST = 0; ABSTENTION = 1

It was RESOLVED to adopt the standing orders April 2020 with the addition of one amendment. Cllr M Khan thanked the work of the Standing Orders Working Group.

## **21. To review and consider the adoption of the Financial Regulations April 2020**

The Financial Regulations were approved at the meeting of the Finance and General Purposes Committee meeting held on 27<sup>th</sup> April 2020. The Financial Regulations were then tabled at the Annual Meeting of 4<sup>th</sup> May 2020 without comment.

It was proposed by Cllr J Moody and seconded by Cllr P Siggers and RESOLVED to adopt these Financial Regulations April 2020. The vote was unanimous.

The typo on Page 9 item 6.3 shall be changed to: "All payments shall be effected by cheque" not "affected."

## **22. To consider the revised Terms of Reference and Schedule of Delegation for all Standing Committees**

**(i) Environment and Climate Committee:** It was proposed by Cllr D Macdonald and seconded by Cllr A Macdonald and RESOLVED to adopt the Terms of Reference and the Schedule of Delegation. The vote was unanimous.

**(ii) Finance and General Purposes Committee:** It was proposed by Cllr J Moody and seconded by Cllr P Siggers and RESOLVED to adopt the Terms of Reference and the Schedule of Delegation. The vote was unanimous.

**(iii) Personnel and Administration Committee:** It was proposed by Cllr M Khan and seconded by Cllr A Macdonald and RESOLVED to adopt the Terms of Reference and the Schedule of Delegation. The vote was unanimous.

**(iv) Civic Hall Management Committee:** It was proposed by Cllr P Siggers and seconded by Cllr M Mallows and RESOLVED to adopt the Terms of Reference and the Schedule of Delegation. The vote was unanimous.

**(v) Planning and Development Committee:** It was proposed by Cllr A Dearlove and seconded by Cllr D Macdonald and RESOLVED to adopt the Terms of Reference and the Schedule of Delegation. The vote was unanimous.

It was noted that the paragraph on climate change needed to be added to all standing Committees' Terms of Reference and was currently missing from the Civic Hall Management Committee; Personnel and Administration Committee and the Planning and Development Committee.

The Mayor proposed and it was RESOLVED to extend the meeting time by thirty minutes under (new) standing order 9.

### **23. To invite nominations for the two vacant seats on two standing Committees**

There was one vacant seat on the Personnel and Administration Committee and one vacant seat on Planning and Development Committee. Two Councillors put their names forward to serve on the Personnel and Administration Committee: Cllr M Mallows and Cllr A Sandiford. A vote was held.

In favour of Cllr M Mallows: six votes  
In favour of Cllr A Sandiford: ten votes

Cllr A Sandiford was duly elected to serve on the Personnel and Administration Committee.

Planning and Development Committee. Cllr A Dearlove nominated Cllr J Durman for this Committee. This was seconded by Cllr D Macdonald. Cllr J Durman was elected.

### **24. To approve appointments to Outside Organisations**

The list of representatives had been circulated to all members. The following changes were noted:

Cllr M Khan to vacate the King Alfred Drive Community Hall – Cllr C Wilson was appointed.

Cllr M Mallows to vacate the Didcot Volunteer Centre and this would be taken off the list.

Cllr P Davies to vacate the Didcot Chamber of Commerce and Cllr V Haval to be appointed.

The Environment and Climate Committee would confirm the allotment representatives. It was RESOLVED to accept this list with the above amendments.

### **25. To receive and agree the financial payments made during April and May 2020**

The payments were received for April and May 2020. The Town Clerk clarified that the funding payment to the police was for the last quarter of the financial year. It was RESOLVED to accept these payments.

**26. 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.**

Cllr M Khan spoke of a letter from Homes England regarding plans for the future development of the Didcot Gateway. This was circulated to all Councillors. There was a consultation out and responses were due by 29<sup>th</sup> July 2020. The outline planning application was due to go to the Planning and Development Committee on 19<sup>th</sup> July 2020.

**27. To consider motions in the order in which they have been notified**

There were no motions received.

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

There is a meeting scheduled for 13<sup>th</sup> July and the HIF money - £218m has been awarded.

**29. Questions to the Leader concerning the business of the Council in accordance with Standing Order 45**

There were no questions for this meeting. Cllr M Khan thanked the Councillors and Town Council staff for their commitment and hard work during the coronavirus pandemic. The services have continued successfully throughout these unprecedented times.

The plan is to open the playgrounds from 4<sup>th</sup> July; the DTC offices will be open from mid July and the Civic Hall from early August. This is subject to risk assessments and Government guidelines.

The meeting closed at 9.52pm.

Signed:

(Mayor)

Date: