

## Notice of an Ordinary Meeting of

### Didcot Town Council

7<sup>th</sup> September 2020 at 7.30pm

Online at [zoom.us](https://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 7<sup>th</sup> September 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](https://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 30 - 32 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](mailto: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](mailto: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 Council meeting held on 29<sup>th</sup> June 2020 and the Minutes of the Extra-Ordinary Council meeting held on 24<sup>th</sup> August 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 95 - 112**

**(a) Planning and Development Committee**

(i) To receive the minutes:

24<sup>th</sup> June 2020

15<sup>th</sup> July 2020

5<sup>th</sup> August 2020

26<sup>th</sup> August 2020 (to be approved by Committee)

(ii) **Recommendation** – to form a working group to respond to the **Government White Paper – Planning for the Future** and to circulate the proposed comments via email for noting at the next Full Council on 2<sup>nd</sup> November. Consultation closes at the end of October.

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

(i) To receive the minutes:

22<sup>nd</sup> June 2020

27<sup>th</sup> July 2020

(ii) **Recommendation** – Minute 45 – To vire £13,415.50 from the contingency cost centre 1171 to the 1160 cost centre to cover the cost of the unbudgeted expenditure caused by the delay in supply of the new hardware and the new Councillor mailboxes.

24<sup>th</sup> August 2020 (to be approved by Committee)

**(c) Personnel and Administration Committee**

(i) To receive the minutes:

3<sup>rd</sup> August 2020 (to be approved by Committee)

**(d) Environment and Climate Committee**

(i) To receive the minutes:

20<sup>th</sup> July 2020 (to be approved by Committee)

**(e) Civic Hall Management Committee**

(i) To receive the minutes:

22<sup>nd</sup> July 2020 (to be approved by Committee)

**6. To receive the Mayor's Report**

**MAYOR**

Date	Day	Event
4/7/20	Saturday	Re-opening of Didcot Railway Centre
15/8/20	Saturday	11am Commemoration of VJ Day 75 <sup>th</sup> anniversary at Town war memorial
28/8/20	Friday	Opening of NHS photography exhibition at Civic Hall

**DEPUTY MAYOR'S REPORT**

Date	Day	Event
4/7/20	Saturday	Re-opening of Didcot Railway Centre

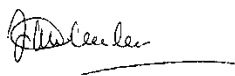
- 7. To appoint Cllr Melissa Mallows as the sub for the Personnel and Administration Committee – subbing for Cllr Amanda Sandiford.**
- 8. To note the temporary finance appointments of DCK Accounting Solutions to organise the payroll and accounts on a temporary basis.**
- 9. To receive and agree the financial payments made during June and July 2020 – List to follow from DCK Accounting.**

10. **To note the casual vacancy for a Town Councillor to represent the Ladygrove Ward.** (Section 85 LGA 1972 – vacation of office is immediate – no meeting is required to ratify the cessation of office.)
11. **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.**
12. **To consider motions in the order in which they have been notified – see attached motion.**
13. **Didcot Garden Town Project and the report of the Council's Representative on the Didcot Garden Town Management Board – see attached papers**
14. **Questions to the Leader concerning the business of the Council in accordance with Standing Order 58.**

#### 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

15. **To note and approve the new pay scales from the National Association of Local Councils – see attached pay scales.**



Mrs Janet Wheeler  
Town Clerk and Responsible Finance Officer  
1<sup>st</sup> September 2020