

**Democratic Services**

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13 January 2015

**SUMMONS TO ATTEND**

**MEETING:** WEST OXFORDSHIRE DISTRICT COUNCIL  
**PLACE:** COUNCIL CHAMBER, COUNCIL OFFICES, WOODGREEN, WITNEY  
**DATE:** WEDNESDAY 21 JANUARY 2015  
**TIME:** 2.00 PM

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**RECORDING OF MEETINGS**

The law allows the council's public meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Committee Officer know before the start of the meeting.

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**A G E N D A**

**1. Minutes of the meeting held on 22 October 2014 (previously circulated)**

**2. Apologies for Absence**

**3. Declarations of Interest**

To receive any declarations of interest from Councillors relating to items to be considered at the meeting, in accordance with the provisions of the Council's Local Code of Conduct, and any from Officers.

**4. Receipt of Announcements**

To receive any announcements from The Chairman, Leader, Members of the Cabinet or the Chief Executive.

**5. Royal Garden Party**

The Chairman will conduct the draw to select members to attend the Royal Garden Party. The Chairman is minded to suggest the allocation of one of the places to Councillor Cotterill in recognition of his service as Chairman of the Council from 2010 to 2014, with a draw then being made to select the other attendee.

**6. Participation of the Public**

To receive any submissions from members of the public, in accordance with the Council's Rules of Procedure.

**7. Recommendations from the Executive and the Council Committees (Report of the Chief Executive – copy attached)**

Purpose:

To receive and consider recommendations made by the Cabinet and the Council's Committees from 12 November 2014 to 14 January 2015.

Recommendation:

That the recommendations set out in the Appendix to the report be adopted.

**8. Reports of the Cabinet and the Council's Committees (copies attached)**

To receive the reports of the following meetings of the Cabinet and the Council's Committees. Unless otherwise stated, copies are attached:

- |     |  |                  |                  |
|-----|--|------------------|------------------|
| (a) | Cabinet  | 12 November 2014 |                  |
| (b) | Economic and Social Overview & Scrutiny Committee    | 20 November 2014 |                  |
| (c) | Environment Overview & Scrutiny Committee            | 27 November 2014 |                  |
| (d) | Finance and Management Overview & Scrutiny Committee | 3 December 2014  |                  |
| (e) | Cabinet  | 10 December 2014 |                  |
| (f) | Human Resources Committee                            | 11 December 2014 |                  |
| (g) | Cabinet  | 14 January 2015  | <b>To follow</b> |

**9. Scheme of Members' Allowances for 2015/2016 (Report of the Head of Democratic Services – copy attached)**

Purpose:

To consider the report and recommendations of the Independent Remuneration Panel and agree a scheme of allowances for Members to be effective for the financial year 2015/2016.

Recommendations:

- (a) That the Council considers the report and recommendations from the Independent Remuneration Panel as set out in Appendix A to this report, and summarised in paragraph 3.4;
- (b) That the Strategic Director be authorised to amend the scheme of allowances as formally set out in Part 6 of the Council's Constitution to reflect the decisions made as a result of (a) above.

**10. Programme of Meetings 2015/2016 (Report of the Head of Democratic Services – copy attached)**

Purpose:

To consider and agree a programme of meeting for the civic year 2015/2016.

Recommendations:

- (a) That the Calendar of Meetings for 2015/2016 set out in the Appendix to the report be approved.
- (b) That the times for the meetings of the Overview and Scrutiny Committees after the annual meeting of the Council be as set out in the Appendix, but that each Committee be invited to consider the timing of its subsequent meetings during the year.

## **II. Sealing of Documents (copy attached)**

Purpose:

To note the documents sealed since the last report.

Recommendation:

That the report be noted.

David Neudegg  
Chief Executive