

WEST OXFORDSHIRE DISTRICT COUNCIL

Minutes of the meeting of the  
**Audit and Governance Committee**

Held in the Council Chamber, Council Offices, Woodgreen, Witney, Oxfordshire OX28 1NB  
at 2.02 pm on **Wednesday, 21 May 2025**

PRESENT

Councillors: Carl Rylett (Chair), Ruth Smith (Vice-Chair), Joy Aitman, Andrew Beaney, David Jackson, Edward James, David Melvin, Elizabeth Poskitt, Nigel Ridpath, Sandra Simpson and Alex Wilson

Officers: Andrea McCaskie (Director of Governance), Ana Prelici (Senior Democratic Services Officer) and Mathew Taylor (Democratic Services Officer)

**58 Election of Chair**

The Chair of the Council, Councillor Andrew Coles, opened the meeting.

The Committee would be comprised of the following Members:

Councillor Carl Rylett;

Councillor David Jackson;

Councillor Nigel Ridpath;

Councillor Elizabeth Poskitt;

Councillor David Melvin;

Councillor Andrew Beaney;

Councillor Edward James;

Councillor Alex Wilson;

Councillor Joy Aitman;

Councillor Ruth Smith;

Councillor Sandra Simpson.

The Chair of the Council, Andrew Coles, requested nominations for the position of the Chair of the Audit and Governance Committee for the municipal year of 2025/2026.

Councillor Nigel Ridpath nominated Councillor Carl Rylett. The nomination was seconded by Councillor Joy Aitman. There were no other nominations and the vote was carried.

The Audit and Governance Committee **Resolved** to:

1. Appoint Councillor Carl Rylett to the position of Chair of the Audit and Governance Committee for the municipal year of 2025/2026.

**59 Appointment of Vice Chair**

The Chair of the Audit and Governance Committee, Councillor Carl Rylett, requested that the Vice Chair for the Audit and Governance Committee be nominated for the municipal year of 2025/2026. Councillor Joy Aitman nominated Councillor Ruth Smith. The nomination was seconded by Councillor Elizabeth Poskitt. There were no other nominations and the vote was carried.

The Audit and Governance Committee **Resolved** to:

I. Appoint Councillor Ruth Smith to the position of Vice Chair of the Audit and Governance Committee for the municipal year of 2025/2026.

**60 Apologies for Absence**

There were no apologies for absence received.

**61 Declarations of Interest**

There were no declarations of interest received.

**62 Minutes of Previous Meeting**

The Chair of the Audit and Governance Committee, Councillor Carl Rylett, proposed that the minutes of the meeting held on 27 March 2025 be approved. This was seconded by Councillor Andrew Beaney, was put to the vote and agreed by the Committee.

The Audit and Governance Committee **Resolved** to:

I. Approve the minutes of the meeting held on 27 March 2025.

**63 Appointment of Sub-Committee**

The Chair of the Audit and Governance Committee, Councillor Carl Rylett, proposed that Committee agree the appointment of members to the Standards Sub-Committee. The proposal was seconded by Councillor Joy Aitman and it was unanimously agreed by Committee.

The Audit and Governance Committee **Resolved** to:

I. Appoint the following Councillors to the Standards Sub-Committee:

- Councillor Elizabeth Poskitt;
- Councillor David Jackson;
- Councillor Edward James;
- Councillor Joy Aitman;
- Councillor Sandra Simpson;

21/May2025

**64 Committee Work Programme for 2025/26**

The Chair or the Audit and Governance Committee, Councillor Carl Rylett, proposed that Committee noted the work plan for the 2025/26 municipal year. The proposal was seconded by Councillor Ruth Smith, and it was unanimously agreed by the Committee.

The Audit and Governance Committee **Resolved** to:

- I. Note the work programme for 2025/26.

**65 Date of next Committee meeting**

The next meeting of the Audit and Governance Committee would be held on 26 June 2025. This was noted by the Committee.

The Meeting closed at 2.10 pm

CHAIR