



**OXFORDSHIRE  
COUNTY COUNCIL**

## **Charlotte Coxe Trust Committee**

**Date and time: Thursday, 22 August 2024 at 10.00 am**

**Venue: Council Chamber - County Hall, New Road, Oxford OX1 1ND**

*Contact Officer:* **Democratic Services**  
*E-Mail:* [committeesdemocraticservices@oxfordshire.gov.uk](mailto:committeesdemocraticservices@oxfordshire.gov.uk)

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### **Membership**

Councillor Robin Bennett

Councillor Felix Bloomfield

Councillor Freddie van Mierlo

Councillor Jane Murphy

Councillor Geoff Saul



**A G E N D A**

<b>1.</b>	<b>Election of Chair for the 2024/25 Council Year</b>
<b>2.</b>	<b>Election of Deputy Chair for the 2024/25 Council Year</b>
<b>3.</b>	<b>Apologies for Absence</b>
<b>4.</b>	<b>Declarations of Interest</b>  See guidance note.
<b>5.</b>	<b>Minutes</b> (Pages 1 - 4)  To confirm the minutes of the meeting held on 25 January 2024 to be signed by the Chair as a correct record.
<b>6.</b>	<b>Petitions and Public Address</b>  <i>Members of the public who wish to speak at this meeting can attend the meeting in person or 'virtually' through an online connection.</i>  <i>To facilitate 'hybrid' meetings we are asking that requests to speak are submitted by no later than 9am four working days before the meeting i.e., 9am on 22 August 2024. Requests to speak should be sent to:</i> <a href="mailto:committeesdemocraticservices@oxfordshire.gov.uk">committeesdemocraticservices@oxfordshire.gov.uk</a>  <i>If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that if the technology fails, then your views can still be taken into account. A written copy of your statement can be provided no later than 9am 2 working days before the meeting. Written submissions should be no longer than 1 A4 sheet.</i>
<b>7.</b>	<b>33 High Street, Watlington Library, and the Transfer of Trusteeship of the Charlotte Coxe Trust to Watlington Parish Council</b> (Pages 5 - 10)  Report by Director of Law and Governance

**The Committee is RECOMMENDED:**

- (a) To resolve to enter into a year long tenancy of 33 High Street starting on 1 September 2024 with a named local sponsor which will stipulate that the property is to be occupied by Ukranian refugees and to delegate authority to the Director of Law and Governance and Monitoring Officer to negotiate and conclude the terms of the lease in consultation with the Director of Property and Assets;**
- (b) To resolve that it would be in the best interests of the Trust for trusteeship to remain with the Council rather than to have the Trust's property assets transferred to a "custodian trustee" and have individuals appointed as trustees; and**
- (c) Assuming the recommendation at (b) is accepted, to authorise entering into a formal Memorandum of Understanding with the County Council regarding the library service's occupation of Watlington Library.**

## **Councillors declaring interests**

### **General duty**

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed 'Declarations of Interest' or as soon as it becomes apparent to you.

### **What is a disclosable pecuniary interest?**

Disclosable pecuniary interests relate to your employment; sponsorship (i.e. payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

### **Declaring an interest**

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest. If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

### **Members' Code of Conduct and public perception**

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member 'must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself' and that 'you must not place yourself in situations where your honesty and integrity may be questioned'.

### **Members Code – Other registrable interests**

Where a matter arises at a meeting which directly relates to the financial interest or wellbeing of one of your other registerable interests then you must declare an interest. You must not participate in discussion or voting on the item and you must withdraw from the meeting whilst the matter is discussed.

Wellbeing can be described as a condition of contentedness, healthiness and happiness; anything that could be said to affect a person's quality of life, either positively or negatively, is likely to affect their wellbeing.

Other registrable interests include:

- a) Any unpaid directorships
- b) Any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority.

- c) Any body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.

### **Members Code – Non-registrable interests**

Where a matter arises at a meeting which directly relates to your financial interest or wellbeing (and does not fall under disclosable pecuniary interests), or the financial interest or wellbeing of a relative or close associate, you must declare the interest.

Where a matter arises at a meeting which affects your own financial interest or wellbeing, a financial interest or wellbeing of a relative or close associate or a financial interest or wellbeing of a body included under other registrable interests, then you must declare the interest.

In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied:

Where a matter affects the financial interest or well-being:

- a) to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest.

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.