

# Witney Town Council

Mrs Sharon Groth FSLCC ACMI  
Town Clerk

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Mayor of Witney



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2 October 2019

*To: All members of the Witney Town Council*

*You are hereby summonsed to a Meeting of the **Town Council** to be held in the Gallery Room - CEX on **Monday, 7th October, 2019 at 7.00 pm** for the transaction of the business stated below.*

## RECORDING OF MEETINGS

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography. As a matter of courtesy, if you intend to record any part of the proceedings please let the Town Clerk or Democratic Services Officer know before the start of the meeting.

## AGENDA

*All Council Meetings are open to the public and press, unless otherwise stated.*

### 1. APOLOGIES FOR ABSENCE

To consider apologies and reasons for absence.

Committee Members who are unable to attend the meeting should notify the Democratic Services Officer ([nicky.cayley@witney-tc.gov.uk](mailto:nicky.cayley@witney-tc.gov.uk)) prior to the meeting, stating the reason for absence.

### 2. DECLARATIONS OF INTEREST

Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct.

### 3. MINUTES

To approve and adopt the minutes of the Council Meeting held on 29 July 2019 (to follow), in accordance with Standing Order 18 including questions on the minutes as to the progress of any item.

### 4. PUBLIC PARTICIPATION

**The meeting will adjourn for this item.**

Members of the public may speak for a maximum of **five minutes** each during the period of public participation, in line with Standing Order 42. Matters raised shall relate to the following items on the agenda.

**5. PRESENTATION FROM HOME START**

To receive a presentation from Home Start

**6. WITNEY COMMUNITY POLICING ISSUES**

To receive an update from the Witney Neighbourhood Police Team.

**7. AN UPDATE FROM WITNEY OXFORDSHIRE COUNTY COUNCILLORS AND WEST OXFORDSHIRE DISTRICT COUNCILLORS**

To receive a short verbal update from Witney Oxfordshire County Councillors and West Oxfordshire District Councillors.

**8. REPORT BACK FROM COUNCILLORS ON WORK WITH EXTERNAL BODIES WHERE THEY SERVE AS THE TOWN COUNCIL'S NOMINATED REPRESENTATIVE**

To receive a short verbal update from councillors who sit on external bodies where they serve as the Town Council's nominated representative.

**9. MINUTES OF COMMITTEES AND SUB COMMITTEES**

To receive and NOTE the RESOLUTIONS in the minutes of the meetings held between 12 August and 23 September 2019, and agree the RECOMMENDATIONS contained therein:

A) PLANNING & DEVELOPMENT COMMITTEE	13 AUGUST, 3 SEPTEMBER & 24 SEPTEMBER 2019 (ENCLOSED)
B) HALLS & GREEN SPACES COMMITTEE	9 SEPTEMBER 2019 (TO FOLLOW)
C) STRONGER COMMUNITIES COMMITTEE	16 SEPTEMBER 2019 (TO FOLLOW)
D) POLICY, GOVERNANCE & FINANCE COMMITTEE	23 SEPTEMBER 2019 (TO FOLLOW)
E) CLIMATE WORKING PARTY	11 SEPTEMBER 2019 (ENCLOSED)

**10. COMMITTEES, WORKING PARTIES AND MEMBERSHIP**

To receive and consider the report of the Democratic Services Officer (enclosed)

**11. MOTIONS**

To receive and consider motions in accordance with standing order 13. The full texts of the motions are enclosed.

1. Start Times of Meetings – Proposed by Cllr O Collins
2. Flag Flying – Proposed by Cllr Bolger

**12. CONSULTATIONS**

- 1) To receive and consider a consultation on the Oxfordshire Growth Board (enclosed)
- 2) To receive and consider the National Highways and Transport (NHT) Public Satisfaction Survey (enclosed)

**13. CONCLUSION OF AUDIT FOR YEAR ENDED 31 MARCH 2019**

To note that the Council's External Auditor – Moore Stephens – have completed the review of Sections 1 and 2 of the Annual Governance and Accountability Return for year ended 31 March 2019, and in their opinion the information is in accordance with Proper Practices (External Audit Report and Certificate 2018/19 enclosed)

14. **CIVIC ANNOUNCEMENTS**

To receive the Mayor's report (enclosed)

15. **COMMUNICATION FROM THE LEADER**

To receive such communications as the Leader of the Council may wish to bring before the Council and to consider the recommendation of the Leader on how such communications should be dealt with.

16. **CORRESPONDENCE**

To receive correspondence from the Town Clerk for information (if applicable)

17. **QUESTIONS TO THE LEADER OF THE COUNCIL**

Questions to the Leader of the Council concerning the business of the Council in accordance with Standing Order 15

18. **EXCLUSION OF PRESS AND PUBLIC**

To consider and if appropriate, to pass the following resolution:

That in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted

19. **PROPERTY MATTERS**

To receive and consider the confidential report of the Town Clerk.

20. **SEALING OF DOCUMENTS**

To **RESOLVE** that the seal of the Council be affixed to any documents arising from decisions taken by this meeting of the Council.



Town Clerk