

Witney Town Council

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Town Clerk

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Mayor of Witney



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7 January 2020

To: Members of the Halls & Green Spaces - V Gwatkin, L Duncan, T Ashby, R Bolger, D Butterfield, O Collins, D Enright, M Jones and J King (and all other Town Councillors for information)

You are hereby summonsed to a Meeting of the **Halls & Green Spaces** to be held in the Gallery Room, The Corn Exchange, Witney on **Monday, 13th January, 2020 at 6.00 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) **prior to the meeting**, stating the reasons for absence.

Standing Order 30 (a)(v) permits the appointment of substitute Councillors to a Committee whose role is to replace ordinary Councillors at a meeting of a Committee if ordinary Councillors of the Committee have confirmed to the Proper Officer **before** the meeting that they are unable to attend.

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. 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.

4. **Minutes** (Pages 5 - 12)

- a) To adopt and sign as a correct record the minutes of the meeting held on 11 November 2019;
- b) Matters arising from the minutes not covered elsewhere on the agenda (Questions on the progress of any item).

5. **Officer's Work Programme** (Pages 13 - 14)

To note the updated schedule of works.

6. **Operational Report - Progress on Repairs and Improvements since the last meeting** (Pages 15 - 18)

To note the Operations & Estates Officer's update on operational matters since the last meeting.

7. **Lake & Country Park - Sewage Update** (Pages 19 - 26)

To receive and consider the report of the Operations & Estates Officer updating Members on the situation with regard to the sewage disposal into Emma's Dyke. Correspondence enclosed from the Environment Agency and Thames Water.

8. **War Memorial - names and additional plaque** (Pages 27 - 28)

To receive and consider the report of the Operations & Estates Officer following further research on adding an additional plaque to the War Memorial in the town to accommodate further names identified that should be included.

9. **Allotment Update** (Pages 29 - 34)

To receive and consider the Operations & Estates Officer's report on the progress of provision of new allotments at the Windrush development, West Witney; and an update on the existing allotments.

10. **Public Halls Report** (Pages 35 - 40)

To receive and consider the report of the Venue Manager on operational matters relating to the Corn Exchange and Burwell Hall.

11. **Corn Exchange Working Party**

To receive and consider the minutes of the Corn Exchange Working Party meeting held on 6 January 2020 – to follow

12. **Bowls Green - Request for Disabled Ramps** (Pages 41 - 44)

To receive and consider the report of the Operations & Estates Officer following a request from the Bowls Clubs for the Council to provide disabled ramps in order to make the bowls greens accessible to wheel chair users.

13. **Leys Recreation Ground - Football Pitch One Renovation Works** (Pages 45 - 56)

This matter was deferred from the last meeting of this Committee – minute H446(b) refers.

To receive and consider the report of the Operations & Estates Officer and supporting documentation in order to consider the future use/maintenance of the Leys Recreation Ground – football pitch one; and any consequential matters arising from the decision.

14. **Witney 5k Health Route** (Pages 57 - 80)

This proposal was deferred from the Policy, Governance & Finance Committee – minute F478(f) of 25 November 2019 refers – for further consideration/debate.

5-1-15

Town Clerk