

# Witney Town Council

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Town Clerk

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12 November 2019

To: Members of the Stronger Communities - L Ashbourne, J Aitman, R Bolger, O Collins, D Enright, J King, A McMahon and R Smith (and all other Town Councillors for information)

You are hereby summonsed to a Meeting of the **Stronger Communities Committee** to be held in the Gallery Room, The Corn Exchange, Witney on **Monday, 18th November, 2019 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](mailto:nicky.cayley@witney-tc.gov.uk)) **prior to the meeting**, stating the reason 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 items under consideration at this meeting in accordance with the Town Council's Code of Conduct.

### 3. Minutes (Pages 5 - 10)

- a) To adopt and sign as a correct record the minutes of the meeting held on 16 September 2019.
- b) Matters arising from the minutes not covered elsewhere on the agenda. (Questions on 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. **West Oxfordshire Community Transport** (Pages 11 - 26)

To receive and consider the request from WOCT for funding for 3 years to run the town centre bus service – Margaret Burden will be in attendance to give a short presentation under public participation.

6. **Officer's Work Programme** (Pages 27 - 28)

To note the above programme of works.

7. **Operational Report - Progress since last meeting** (Pages 29 - 30)

To receive and consider the report of the Operations and Estates Officer.

8. **Street Furniture and Infrastructure**

To receive a verbal update on the progress of the Community Piano Project from the Chair/Town Clerk.

9. **Antisocial Behaviour and Vandalism** (Pages 31 - 32)

- a) To note the report of the Operations & Estates Officer regarding vandalism;
- b) Youth Have Your Say 2020 – To work in partnership with TVP & the Community Safety Partnership by providing the free use of the Corn Exchange on 13 March 2020 for this event – the Town Clerk will give a verbal report at the meeting;
- c) Verbal Update Report from the Town Clerk regarding ASB in the Town.

10. **Grounds Maintenance - Trees, Floral Displays and Pesticide Policy** (Pages 33 - 48)

To receive and consider the following reports of the Operations & Estates Officer:

- a) Trees
- b) Church Green & Welch Way Commemorative Bed – planting scheme
- c) Pesticide Policy

To also consider the Council's entry in the Thames & Chilterns In Bloom Competition for 2020 – the In Bloom Sub-Committee decided not to enter the competition next year however given the Gold Award for the Leys Recreation Ground, Members are requested to give consideration to entering this category again, or any other areas in the Town Council's full control.

11. **Community Clean Up** (Pages 49 - 52)

To discuss how the Community Clean-up Funding of £7,365 should be used/distributed - information from West Oxfordshire District Council (enclosed)

12. **Communications Update** (Pages 53 - 56)

To receive and consider the reports of the Communications & Events Officer as follows:

- a) Press and Media Coverage Update
- b) Web Accessibility

13. **Events Report** (Pages 57 - 62)

- a) To receive and consider the report of the Operations & Estates Officer (enclosed) regarding third party events;
- b) To receive and consider the report of the Communications & Events Officer (enclosed) regarding civic and community events;
- c) Community Christmas Meal: Making A Meal – verbal update from Cllr R Smith and request for free use of the Corn Exchange on 20 December 2019 between 3-5pm.

14. **One Witney Vision: Residents Survey** (Pages 63 - 66)

To consider communicating the draft plan (enclosed) with local residents in order to get feedback and shape the final draft before adopting by full Council.

15. **Town Centre Shops**

With several town centre shops closed and more to close in the near future - to discuss the state of the 'high street' and consider what Witney Town Council can do, if anything, in order to support local business.

16. **Christmas Sub Committee** (Pages 67 - 70)

To receive and consider the minutes of the Christmas Sub-committee held on 21<sup>st</sup> October 2019 and request from Witney Day Centre for free use of the Gallery Room, Corn Exchange for the Christmas Lights Switch-on, Friday 29<sup>th</sup> November 2019.

17. **Climate and Biodiversity Sub Committee Minutes**

To receive and consider the minutes of the meeting held on 6 November 2019 (enclosed)

18. **Twinning Minutes** (Pages 71 - 76)

To receive and consider the minutes of the Witney Twinning Association Committee held on 2 October 2019 (enclosed) and to also consider the request for a grant towards the Anniversary celebrations in 2020 – in order for the Town Clerk to budget accordingly.

19. **Finance Report - Revised Budget 2019/20 and Proposed Budget 2020/21**

- a) Revised revenue budget 2019/20 and base revenue budget for 2020/21 (Town Clerk's report to follow)
- b) Revised Capital & Special Revenue Projects Programme 2019/20 (to follow)
- c) Revenue Growth Items and Capital/Special Revenue Projects Programme 2020/21 and beyond (to follow)



Town Clerk