

Witney Town Council

Mrs Sharon Groth FSLCC fCMgr
Town Clerk

Cllr Duncan Enright
Mayor of Witney



Town Hall, Market Square
Witney, Oxon
OX28 6AG
Tel: 01993 704379
Fax: 01993 771893
E-mail: info@witney-tc.gov.uk
www.witney-tc.gov.uk

10 December 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, The Corn Exchange, Witney on **Monday, 16th December, 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) 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. 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. COUNCIL REVENUE BUDGET: REVISED BUDGET 2019/20 AND ESTIMATE 2020/21 (To Follow)

To receive and consider the report of the Town Clerk/RFO along with the draft revised revenue budget for 2019/20 and the estimates for 2020/21 – To Follow

The budget has been based on current service delivery and known factors – Members are requested to give consideration to any changes they foresee during the next financial year on the way the Council's services are delivered and facilities are run, mindful of the impact on the Precept and other resources such as staffing.

5. **CAPITAL & SPECIAL REVENUE PROJECTS PROGRAMME: REVISED 2019/20, PROPOSED 2020/21 AND BEYOND** (To Follow)

To receive and consider the report of the Town Clerk/RFO along with a schedule detailing the position with regard to the current years Capital & Special Revenue Projects and those proposed for 2020/21 and beyond - To Follow

Members will be requested to prioritise the proposed projects, mindful of the impact on the Precept and other resources such as staffing.

6. **TO FORMALLY DECLARE THE PRECEPT FOR 2020/21** (To Follow)

To receive and consider the report of the Town Clerk/RFO - To Follow

If appropriate, declare the Precept for 2020/21 or alternatively defer and agree a date in January 2020 for an Extra-Ordinary Meeting of the Council - but NO LATER than 27 January 2020.



Town Clerk