

Witney Town Council

Mrs Sharon Groth FSLCC fCMgr
Town Clerk

Cllr Duncan Enright
Mayor of Witney



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19 June 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 **Wednesday, 26th June, 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. MINUTES

To approve and adopt the minutes of the Annual Council Meeting held on 15 May 2019 (enclosed), in accordance with Standing Order 18 including questions on the minutes as to 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.*

- a) Presentation by Jewens Women2women – Ruth Mojasali Obasa
- b) Presentation by Witney Area Fairtrade Town – Michael Richards & Wendy Maddison

5. **WITNEY COMMUNITY POLICING ISSUES**

To receive an update from the Witney Neighbourhood Police Team.

6. **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.

7. **REPORT BACK FROM THE COUNCILLORS ON THE 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.

8. **MINUTES OF COMMITTEES AND SUB COMMITTEES**

To receive and consider the minutes of the meetings held between 9 May and 11 June 2019, and agree the RECOMMENDATIONS contained therein:

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|---|---|
| a) PLANNING & DEVELOPMENT COMMITTEE | 21 MAY & 11 JUNE 2019 (ENCLOSED) |
| b) HALLS & GREEN SPACES COMMITTEE | 3 JUNE 2019 (ENCLOSED) |
| c) STRONGER COMMUNITIES COMMITTEE | 10 JUNE 2019 (ENCLOSED) |
| d) POLICY, GOVERNANCE & FINANCE COMMITTEE | 17 JUNE 2019 (ENCLOSED)& 26 JUNE (VERBAL) |
| e) IN BLOOM SUB COMMITTEE | 12 JUNE (ENCLOSED) |

9. **ACCOUNTS & AUDIT (ENGLAND) REGULATIONS 2015 = ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2018/19**

To adopt the Annual Governance & Accountability Return & Financial Statements for the year ending 31 March 2019 – Town Clerk's report enclosed.

10. **MOTIONS**

To receive and consider motions in accordance with Standing Order 13. The full texts of motions are enclosed:

1. Climate Emergency – Proposed by Cllr Bolger
2. Amendment to the Town Council's constitution and Documentation to change "Chairman" to "Chair" – Proposed by Cllr R Smith

11. **WITNEY YOUTH FORUM**

To receive and consider the recommendations from the Witney Youth Forum (Town Clerk's report enclosed).

12. **NOTICE OF VACANCY - NORTH WARD**

To receive and consider the report of the Town Clerk (enclosed).

13. **REVIEW OF POLLING DISTRICTS**

To receive and consider correspondence from West Oxfordshire District Council and to form a response if appropriate (enclosed).

14. **CIVIC ANNOUNCEMENTS**

To receive the Mayor's report (to be circulated at the meeting).

15. **FAIRTRADE WITNEY**

Following the presentation under agenda item 4 – to note the renewal of Witney’s status as a Fairtrade town.

16. **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.

17. **CORRESPONDENCE**

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

18. **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.

19. **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