

# Witney Town Council

Mrs Sharon Groth FSLCC fCMgr  
Town Clerk

Cllr Duncan Enright  
Mayor of Witney



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Date Not Specified

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, 29th July, 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 26 June 2019 (enclosed), 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. 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** (Pages 5 - 26)

To receive and NOTE the RESOLUTIONS in the minutes of the meetings held between 1 July and 23 July 2019, and agree the RECOMMENDATIONS contained therein:

- |   |                                       |
|---|---------------------------------------|
| a) PLANNING & DEVELOPMENT COMMITTEE       | 2 JULY AND 23 JULY 2019<br>(ENCLOSED) |
| b) HALLS & GREEN SPACES COMMITTEE         | 1 JULY 2019 (ENCLOSED)                |
| c) STONGER COMMUNITIES COMMITTEE          | 8 JULY 2019 (ENCLOSED)                |
| d) POLICY, GOVERNANCE & FINANCE COMMITTEE | 15 JULY 2019 (ENCLOSED)               |
| e) NATURE & WILDLIFE WORKING PARTY        | 17 JULY 2019 (ENCLOSED)               |

9. **COUNCIL MISSION STATEMENT & CORPORATE OBJECTIVES**

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

10. **REVISED CALENDAR OF MEETINGS 2019/20 & DRAFT FOR 2020/21**

To receive and consider the report of the Office Manager (to follow).

11. **MEMBERSHIP OF COMMITTEES AND NEW WORKING PARTIES**

To consider appointment of members to the following:

- a) Planning & Development Committee – requires 1 new member
- b) VE Day 75 Working Party – 5 members + Mayor and Leader (ex officio)
- c) Climate Change Working Party – 5 members + Mayor and Leader (ex officio)
- d) Youth Services Working Party – 5 members + Mayor and Leader (ex officio)

12. **CIVIC ANNOUNCEMENTS**

- a) To receive the Mayor's report (enclosed)
- b) Appointment of Town Crier (enclosed)

13. **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.

14. **MOTION - CAR FREE DAY - PROPOSED BY CLLR ANDREW PROSSER**

To receive and consider a motion in accordance with Standing Order 13. The full text of the motion is enclosed.

15. **CORRESPONDENCE**

To receive correspondence from the Town Clerk for information.

- a) Youth Council – to receive and consider the minutes of the meeting held on 3 July 2019

(enclosed) including a request to allow the Youth Council two free uses of the Corn Exchange in late August and September.

16. **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.

17. **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