

**MEETING OF THE  
WITNEY TOWN COUNCIL**

**Held on Monday, 29 July 2019**

**At 7.00 pm in the Gallery Room, The Corn Exchange, Witney**

**Present:**

Councillor D Enright (Chair)

|              |                          |                             |
|--------------|--------------------------|-----------------------------|
| Councillors: | J Aitman                 | V Gwatkin                   |
|              | L Ashbourne              | A D Harvey                  |
|              | R Bolger                 | M Jones                     |
|              | D Butterfield            | A McMahon                   |
|              | L Duncan                 | A Prosser                   |
|              | H Eaglestone             |                             |
| Officers:    | Sharon Groth             | Town Clerk                  |
|              | Adam Clapton             | Office Manager              |
|              | Nicky Cayley             | Democratic Services Officer |
| Others:      | 2 members of the public. |                             |

364 **APOLOGIES FOR ABSENCE**

Apologies for their absence were received from Cllrs Ashby, Collins, King and Smith.

365 **DECLARATIONS OF INTEREST**

There were no declarations of interest in matters to be discussed at the meeting.

366 **MINUTES**

The Council received and considered the minutes of the Full Council meeting held on 26 June 2019.

a) **RESOLVED:** to confirm as a correct record the minutes of the meeting held on 26 June 2019 for signature by the Chair.

b) **MATTERS ARISING:** there were no matters arising to be discussed at the meeting.

367 **PUBLIC PARTICIPATION**

The public present did not wish to address the meeting.

368 **WITNEY COMMUNITY POLICING ISSUES**

There was not a member of the police present at the meeting but the Town Clerk advised that she had attended a meeting at The Leys to look at how it could be made less attractive for ASB. They were working with the Community Safety Partnership. There was a possibility that there may be a mobile CCTV camera as a temporary measure funded by West Oxfordshire District Council.

369 **AN UPDATE FROM WITNEY OXFORDSHIRE COUNTY COUNCILLORS AND WEST OXFORDSHIRE DISTRICT COUNCILLORS**

Cllr Enright reiterated that WODC had declared a climate emergency and would be creating a citizens' assembly in line with Extinction Rebellion.

370 **REPORT BACK FROM THE COUNCILLORS ON THE WORK WITH EXTERNAL BODIES WHERE THEY SERVE AS THE TOWN COUNCIL'S NOMINATED REPRESENTATIVE**

Cllr Gwatkin advised that she was in the process of setting up the Witney Land Army which should be ready to run within a few weeks. This was not affiliated to the Town Council but she welcomed anyone who would like to join.

371 **MINUTES OF COMMITTEES AND SUB COMMITTEES**

a) **PLANNING AND DEVELOPMENT COMMITTEE – 2 & 23 JULY 2019**

Cllr Prosser presented the above minutes to Council as the Chairman was not present and moved their acceptance.

**RESOLVED:** that the minutes of the Planning and Development Committee of 2 and 23 July 2019 as detailed, be received and any recommendations therein approved.

b) **HALLS AND GREEN SPACES COMMITTEE – 1 JULY 2019**

The Chairman presented these minutes in the absence of the Chairman of the Committee to Council and moved their acceptance.

**RESOLVED:** that the minutes of Halls and Green Spaces Committee of 1 July 2019 as detailed, be received and any recommendations therein approved.

c) **STRONGER COMMUNITIES COMMITTEE – 8 JULY 2019**

The Vice Chairman of the Committee presented the above minutes to Council and moved their acceptance, as the Chairman had not been present at that meeting.

Cllr Aitman gave an update on the Heritage Open Day as she had met with the Communications and Events Officer to discuss what would be done. It had been agreed that the day would be all about residents investigating their street names and would involve putting QR codes on street signs and asking members of the public to research their street names.

There would also be an exhibition downstairs in the Corn Exchange Lobby. The dates of the event were 14 – 20 September.

Cllr Aitman also gave an update on the Christmas Community dinner which Witney Fridge was happy to be involved with. The idea was for those attending to cook the meal and then to sit down and eat.

**RESOLVED:** that the minutes of the Stronger Communities Committee of 8 July 2019 as detailed, be received and any recommendations therein be approved.

d) POLICY, GOVERNANCE AND FINANCE COMMITTEE – 15 JULY 2019

The Chairman of the Committee presented the above minutes to Council and moved their acceptance.

The Town Clerk referred to minute F265 and explained that this had been dealt with by a verbal report.

The Town Clerk also informed the Council that the counter-offer made to Mr Wilson in the hire charge of Witney Feast had been rejected and it had been delegated to the Leader, Deputy Leader and herself to continue negotiations.

**RESOLVED:** that the minutes of the Policy, Governance and Finance Committee of 15 July 2019 as detailed, be received and any recommendations therein approved.

e) NATURE AND WILDLIFE WORKING PARTY – 17 JULY 2019

The Chairman of the Committee presented the above minutes to Council and moved their acceptance.

**RESOLVED:** that the minutes of the Nature and Wildlife Working Party of 17 July 2019 as detailed, be received and any recommendations therein approved, with the addition of Cllr Bolger to the list of attendees

372 **COUNCIL MISSION STATEMENT & CORPORATE OBJECTIVES**

The Committee received and considered the report of the Town Clerk. The Mayor advised that he felt this should be considered in line with the strategic plan so would recommend deferring this until the next Full Council meeting. Members agreed.

**RESOLVED:** that this item is considered in line with the strategic plan and is therefore deferred until the next meeting of the Full Council.

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

The Council received and considered the report of the Office Manager and a revised calendar for 2020, as this had been referred by the Policy, Governance and Finance Committee of 15 July 2019. The Committee members had expressed a wish to return to a 6 cycle per year meeting regime as having looked at less meetings they were concerned that there may not be enough opportunity to carry out their democratic duties.

A member commented that she did not feel the Council had been in place long enough to assess how many meetings should be held and would prefer to revisit this in a few months' time. A member asked if the proposed Climate Committee could be moved from October this year to early September to capture the energy that had been expressed at the weekend's meeting.

A member also raised the idea of having an across party surgery before Full Council in the lobby of the Corn Exchange. Cllrs Aitman and Ashbourne would liaise with Officers on this.

**RESOLVED:**

1. that the report be noted;
2. that the calendar of meetings for 2020 be revisited in the autumn.

374 **MEMBERSHIP OF COMMITTEES AND NEW WORKING PARTIES**

The Council considered appointments to the Planning and Development Committee and three new working parties and proposed members. The Mayor commented that he did not think he and the Leader should be ex officio on working parties from now on.

**RESOLVED:**

1. that the new memberships will be as follows:-

|                                                       |                                                                                                     |
|-------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| <u>Planning and Development Committee</u> –           | Cllr Jones replaces Cllr Bolger;                                                                    |
| <u>V E Day Working Party</u> –                        | Cllrs Aitman, Bolger, Enright, King, McMahon and possibly Cllr Collins if he wanted to be involved; |
| <u>Climate Working Party</u> –                        | Cllrs Aitman, Bolger, Harvey, Prosser and Smith;                                                    |
| <u>Youth Services Working Party</u> –<br>and Prosser; | Cllrs Aitman, Ashbourne, Ashby, Enright                                                             |

2. that the Mayor and Leader would no longer be ex-officio on working parties

375 **CIVIC ANNOUNCEMENTS**

a) Mayor's Report

The Council received and considered the Mayor and Deputy Mayor's report of engagements undertaken;

b) Town Crier

The Council received and considered the report of the Mayor. A Town Crier and a Deputy had been chosen at the Carnival as a bit of fun, and it had not been meant to cause complications. The lady selected was going to buy her own outfit and the Mayor/Council would invite her along to suitable events, such as the Witney Carnival, Witney Christmas Lights Switch-on and Town Council's Advent Fayre.

**RESOLVED:** that the report be noted.

376 **COMMUNICATION FROM THE LEADER**

Cllr Bolger commented on the success of the Climate Emergency Public meeting and thanked Officers, especially the Communications and Events Officer, for their work on this. The ideas from the meeting would be collated and passed to the working party.

A member voiced her thanks to Cllr Bolger for getting this initiative going.

**RESOLVED:** that the communication be noted.

377 **MOTION - CAR FREE DAY - PROPOSED BY CLLR ANDREW PROSSER**

Car Free Day - Proposed by Cllr A Prosser and seconded by Cllr J Aitman.

Cllr Prosser presented his motion to Council as follows: -

This Council notes that:

As well as supporting urgent action to reduce carbon emissions, increased use of public transport and more active means of travel, as alternatives to car travel, have the potential to lower noise and air pollution in the town; support health and fitness activities; reduce congestion; and strengthen community ties.

World Car Free Day is a global event held on September 22. It encourages drivers to give up their cars for a day and use public transportation, ride a bicycle, or simply walk, or use a mobility scooter.

On this day, residents of participating towns and cities have a chance to see what their town or city would look like with fewer cars, congestion, and pollution. Of course, it is impossible for many of us to give up cars for good, but opening up people to new ways of getting around, and the development of better pedestrian and cycling infrastructure, and public transportation systems, might encourage people to drive less. Car Free Day is intended to remind of this.

Members were asked to agree the following recommendations which were duly considered.

**RESOLVED:**

At a vote all members with the exception of one - Cllr Eaglestone abstained - were in favour so the motion passed with the provision that this year the Town Council would participate by raising awareness. This would be delegated to Cllr Prosser and an officer.

1. To join other towns and cities across the world to participate in World Car Free Day on, or close to September 22nd.
2. To provide an awareness campaign through a series of media communications and small-scale activities to encourage and support people in giving up their cars for the day

3. To examine, in preparation for participating more fully in the future, other measures such as the feasibility of limited road closures at future events; monitoring of traffic congestion and air pollution before and during the day; a travel survey of residents.

378 **CORRESPONDENCE**

a) Youth Council – Minutes of the meeting held on 3 July 2019

The Council received and considered the minutes of the Youth Council’s meeting held on 3 July 2019. The Youth Council was asking for two free uses of the Corn Exchange for their “Witney’s Got Talent” event to raise money for their project – a water bottle re-fill station at The Leys

**RESOLVED:** that the minutes be noted and the Youth Council be granted two free uses of the Corn Exchange.

b) Fix My Street Super Users

The Town Clerk advised that she had been contacted by OCC which was offering Fix My Street “Super User” training to residents/interested people, who would after training be able to order things such as pot hole filling directly from the contractor.

*Cllr Eaglestone left the meeting at 8.07pm*

**RESOLVED:** that the Town Clerk liaise with Cllr Gwatkin and the Land Army to take advantage of the training.

379 **QUESTIONS TO THE LEADER OF THE COUNCIL**

There were no questions to the leader.

380 **SEALING OF DOCUMENTS**

**RESOLVED:** that the seal of the Council be affixed to any documents arising from decisions taken by this meeting of the Council.

---

The meeting closed at: 8.11 pm

---

Chair