

Witney Town Council

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Town Clerk

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Mayor of Witney



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12 June 2020

To: Members of the Climate, Biodiversity & Planning Committee - *R Smith, J Aitman, L Ashbourne, R Bolger, V Gwatkin, M Jones, A McMahon and A Prosser (and all other Town Councillors for information)*

You are hereby summonsed to a Meeting of the **Climate, Biodiversity & Planning** Committee to be held in the VIRTUAL MEETING VIA ZOOM - Virtual Meeting on **Tuesday, 16th June, 2020 at 6.00 pm** for the transaction of the business stated below. Login details of this meeting will be published on the Council's website prior to the meeting.

*By virtue of The Local Authorities & Police & Crime Panels (Coronavirus)(Flexibility of Local Authority & Police & Crime Panels Meetings)(England & Wales) Regulations 2020.

MEMBERS OF THE PUBLIC

Members of the public wishing to address the Council on an agenda item below must contact the Town Clerk (townclerk@witney-tc.gov.uk) 24 hours before the meeting in order to arrange the necessary access to be able to speak at the meeting due to it being held virtually.

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. **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 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.

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4. **Election of Vice Chair**

To receive nominations for Vice Chair of the committee for the ensuing municipal year.

5. **Planning Minutes** (Pages 5 - 10)

- a) To receive and consider the minutes of the Planning & Development Committee meeting held on 10 March 2020.
- b) Matters arising from the minutes of the Planning & Development Committee Meeting of 10 March 2020.

6. **Planning Responses 25 March - 27 May 2020** (Pages 11 - 30)

- a) To receive the consultee planning responses submitted to West Oxfordshire District Council during the Covid-19 lockdown between 25 March – 27 May 2020 (this delegation having been resolved at the Extra-Ordinary Meeting of the Council held on 20 March 2020, minute no. 112(3)).
- b) Matters arising from the planning responses submitted to West Oxfordshire District Council between 25 March – 27 May 2020.

7. **Witney Traffic Advisory Minutes** (Pages 31 - 34)

- a) To receive and consider the minutes of the Witney Traffic Advisory Committee meeting held on 14 January 2020
- b) To receive and consider the notes of a Special Witney Traffic Advisory Committee Meeting held on 5 June 2020 (to follow)
- c) Matters arising from the minutes of the Witney Traffic Advisory meetings held on 14 January and 5 June 2020

8. **Committee Terms of Reference** (Pages 35 - 36)

To receive and consider the draft terms of reference for this committee following the amalgamation of the Planning & Development Committee with the Climate & Biodiversity Sub-committee.

9. **Planning Applications**

To receive and consider the planning applications per the attached schedule.

10. **Corn Street Bus Shelter** (Pages 37 - 40)

To receive and consider a resident request for the relocation of the bus shelter adjacent to the Bus Depot in Corn Street, Witney.

11. **Climate & Biodiversity Sub-Committee Minutes** (Pages 41 - 44)

- a) To receive and consider the minutes of the Climate & Biodiversity Sub-committee meeting held on 6 November 2019
- b) Matters arising from the minutes of the Climate & Biodiversity Sub-Committee meeting of 6 November 2019

12. **West Oxfordshire District Council - Housing Stock Correspondence** (Pages 45 - 48)

To receive and consider a letter from the Cabinet Member for Climate Change at West Oxfordshire District Council.

13. **Lake & Country Park Management Plan** (Pages 49 - 68)

To formulate a vision for the future development and management of Witney Lake & Country Park.

14. **Active Travel** (Pages 69 - 124)

Further to the motion passed by Witney Town Council at the Extra-Ordinary Council meeting held on 8 June 2020, members are asked to consider ways in which the Council can support Witney's 'Big Green Plan' as presented to Oxfordshire County Council and formulate an Active Travel Infrastructure Development Plan.



Town Clerk