

# Witney Town Council

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Town Clerk

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16 June 2020

To: Members of the Sport and Play Committee - V Gwatkin, J Aitman, L Ashbourne, T Ashby, D Butterfield, L Duncan, A Prosser and R Smith (and all other Town Councillors for information)

You are hereby summonsed to a Meeting of the **Sport and Play Committee** to be held virtually via Zoom\* on **Monday, 22nd June, 2020 at 6.00 pm** for the transaction of the business stated below.

\*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](mailto: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. A link with details on how to view the meeting will be published on the Town Council's website and Social Media nearer the time.

## 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.

**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. **Election of Vice Chair**

To elect a Vice Chair of the Committee for the municipal year.

4. **Minutes** (Pages 3 - 6)

- a) To adopt and sign as a correct record the minutes of the Halls and Green Spaces Committee held 9 March 2020;
- b) Matters arising from the minutes not covered elsewhere on the agenda (Questions on the progress on any item).

5. **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.

6. **Committee Terms of Reference, Vision and Objectives for the Municipal Year** (Pages 7 - 8)

To consider the revised Terms of Reference for the Committee as attached, and to also consider the Committee's vision and objectives for the remainder of the municipal year, taking into consideration projects already underway, and the day to day management of the Council facilities under its remit – balancing financial and human resources available.

7. **Operational Report - Progress on Improvements and Repairs since the Last Meeting** (Pages 9 - 12)

To receive and consider the report of the Operations and Estates Officer

8. **Request for Hogging Path from Witney parkrun** (Pages 13 - 26)

To receive and consider the report of the Operations & Estates Officer following a request from Witney parkrun to install a hogging path at West Witney.

9. **Witney Sports Facilities - Options Paper** (Pages 27 - 46)

To receive and consider the report of Consult QRD Ltd



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