

# Halls, Cemeteries & Allotments Committee Meeting of Witney Town Council



**Monday, 14th September, 2020 at 6.00 pm**

To members of the Halls, Cemeteries & Allotments Committee - M Jones, J Aitman, L Ashbourne, T Ashby, O Collins, L Duncan, V Gwatkin and J King (and all other Town Councillors for information).

You are hereby summonsed to the above meeting to be held in the **Virtual Meeting Room via Zoom** for the transaction of the business stated in the agenda below.

## **Admission to Meetings**

All Council meetings are open to the public and press unless otherwise stated.

Admission to this meeting will be online by virtue of The Local Authorities & Police & Crime Panels (Coronavirus)(Flexibility of Local Authority & Police & Crime Panels Meetings)(England & Wales) Regulations 2020.

Zoom login details of this meeting will be published on the Council's website prior to the meeting.

## **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**

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

a) To receive and consider the minutes of the Halls, Cemeteries and Allotments Minutes held on 29 June 2020;

b) Matters arising from the minutes not covered elsewhere on the agenda (Questions on 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. **Operational Report** (Pages 7 - 8)

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

6. **Public Halls Report** (Pages 9 - 10)

To receive and consider the report of the Venue Manager.

7. **Tower Hill & Windrush Cemeteries, St Mary's Closed Churchyard** (Pages 11 - 26)

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

8. **Allotments** (Pages 27 - 28)

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

9. **Renewable Energy Sources Follow Up** (Pages 29 - 32)

To receive and consider the report of the Compliance and Environment Officer.

10. **Finance Report** (Pages 33 - 42)

To receive and consider the report of the Town Clerk/RFO

11. **Minutes of the Corn Exchange Working Party** (Pages 43 - 46)

To receive and consider the minutes of the Corn Exchange Working Party held on 7 September 2020.

12. **Exclusion of Press and Public**

To consider and if appropriate, to pass the following resolution:

That in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted

13. **Park Road Allotment Gardens**

To receive a confidential update from the Town Clerk on the status of the Park Road Allotment Gardens



Town Clerk