

# Stronger Communities Committee Meeting of Witney Town Council



**Monday, 16th November, 2020 at 7.00 pm**

To members of the Stronger Communities Committee - O Collins, L Ashbourne, J Aitman, T Ashby, D Enright, D Butterfield, H Eaglestone and V Gwatkin (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 items under consideration at this meeting in accordance with the Town Council's Code of Conduct.

### 3. Minutes (Pages 5 - 12)

- a) To adopt and sign as a correct record the minutes of the meeting held on 21 September 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. **Community Support Initiative - Online Panto Gift** (Pages 13 - 14)

To consider supporting the “gift of the On Line Panto” – communication from Adrian Phillips attached, who will be in attendance to give a short explanation under public participation.

6. **Operational Report - Progress since last meeting** (Pages 15 - 18)

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

7. **Floral Displays and Trees** (Pages 19 - 28)

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

8. **Christmas Lights** (Pages 29 - 30)

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

9. **Street Furniture And Infrastructure**

a) **Tower Hill Bus Stop Improvements** (Pages 31 - 44)

To receive and consider the report of the Office Manager and accompanying proposal from Oxfordshire County Council concerning bust stop improvements at Tower Hill, Witney.

b) **Public Transport Infrastructure Strategy** (Pages 45 - 74)

To receive and consider the report and accompanying draft Public Transport Infrastructure Strategy for Witney Town Council from the Office Manager.

10. **Communications Update** (Pages 75 - 76)

To receive and consider the report of the Communications and Events Officer.

11. **Civic Events** (Pages 77 - 80)

To receive and consider the report of the Communications and Events Officer.

12. **Witney's WW2 Pillboxes**

To receive a verbal report from the Chair following correspondence received from social media.

13. **Financial Report**

Members are referred to part a of this agenda item where the actual expenditure to date (1 April to 30 September) against budget can be reviewed.

a) **Revised revenue budget 2020/21 and base revenue budget for 2021/22** (Pages 81 - 84)

To receive and consider the report of the Town Clerk/RFO (TO FOLLOW) and the Draft Revised Revenue Budget for 2020/21 and Draft Budget for 2021/22 (ENCLOSED).

b) **Revised Capital and Special Revenue Projects Programme 2020/21** (Pages 85 - 86)

To receive and consider the report of the Town Clerk/RFO relating to an update on the Capital & Special Revenue Projects Programme for 2020/21.

c) **Revenue Growth Items and Capital/Special Revenue Projects Programme 2021/22 and beyond**

To receive and consider the report of the Town Clerk/RFO (TO FOLLOW) relating to items identified during the course of the year for inclusion as Revenue Growth Items in the Council's Revenue Budget as well as items for the Capital/Special Revenue Projects Programme 2021/22 and beyond.

14. **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

15. **Witney Bus Services** (Pages 87 - 88)

To receive and consider an update on services at West Witney from the Independent Transport Representative.



Town Clerk