

# Full Council Committee Meeting of Witney Town Council



**Monday, 15th February, 2021 at 7.00 pm**

To members of the Full Council Committee - J Aitman, L Duncan, L Ashbourne, T Ashby, R Bolger, D Butterfield, O Collins, H Eaglestone, D Enright, V Gwatkin, A D Harvey, M Jones, J King, A McMahon, A Prosser, R Smith and D Temple (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.

### 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 5 - 16)

To approve and adopt the minutes of the Council Meetings held on 7 December 2020 and 14 December 2020 and the Extra Ordinary meeting held on 12 January 2021 in accordance with Standing Order including questions on the minutes as to 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. **An Update from Witney Oxfordshire County Councillors and West Oxfordshire District Councillors**

To receive a short verbal update from Witney Oxfordshire County Councillors and West Oxfordshire District Councillors.

#### 6. **Report Back from the Councillors on the Work with External Bodies where they serve as the Town Council's Nominated Representative**

To receive a short verbal update from councillors who sit on external bodies where they serve as the Town Council's nominated representative.

#### 7. **Minutes of Committees and Sub Committees**

To receive and NOTE the RESOLUTIONS in the minutes of the meetings held between 15 December 2020 and 1 February 2021, and agree the RECOMMENDATIONS contained therein:

- a) **Climate, Biodiversity and Planning Committee meetings held on 15 December 2020, 5 January 2021 and 26 January 2021.** (Pages 17 - 38)
- b) **Sport and Play Committee meeting held on 11 January 2021** (Pages 39 - 42)
- c) **Halls, Cemeteries and Allotments Committee meeting held on 18 January 2021** (Pages 43 - 46)
- d) **Stronger Communities Committee meeting held on 25 January 2021** (Pages 47 - 52)
- e) **Policy, Governance and Finance Committee meeting held on 1 February 2021** (Pages 53 - 58)

#### 8. **Council Revenue Budget: Revised Budget 2020/21 and Estimate 2021/22**

To receive and consider the report of the Town Clerk/RFO along with the draft revised revenue budget for 2020/21 and the estimates for 2021/22 – TO FOLLOW.

#### 9. **To formally declare the Precept for 2021/22**

To receive and consider the report of the Town Clerk/RFO and if appropriate, declare the Precept for 2021/22 – TO FOLLOW.

#### 10. **Corporate Strategic Plan**

To receive a verbal update from the Leader & the Town Clerk concerning the Council's aims and objectives for inclusion in the Corporate Strategic Plan.

#### 11. **Civic Announcements** (Pages 59 - 60)

To receive and consider the report of the Mayor.

#### 12. **Vandalism** (Pages 61 - 62)

To receive and consider a vandalism update from the Operations and Estates Officer.

13. **Health and Safety**

To receive and note the Officer's verbal update on Health & Safety and COVID-19 matters if appropriate.

14. **Communication from the Leader**

To receive such communications as the Leader of the Council may wish to bring before the Council and to consider the recommendation of the Leader on how such communications should be dealt with.

15. **Correspondence** (Pages 63 - 70)

To receive and consider the following correspondence:

- a) Open Letter from the Chair of NALC – Cllr Sue Baxter

16. **Questions to the Leader of the Council**

Questions to the Leader of the Council concerning the business of the Council in accordance w Standing Order 15.

17. **Sealing of Documents**

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



Town Clerk