

Climate, Biodiversity & Planning Committee Meeting of Witney Town Council



Tuesday, 15th December, 2020 at 6.15 pm

To members of the Climate, Biodiversity & Planning Committee - R Smith, J Aitman, L Ashbourne, R Bolger, V Gwatkin, M Jones, A McMahan and A Prosser (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) **prior to the meeting**, stating the reason for absence.

Standing Order 309a)(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 informed 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.

4. **Planning Applications** (Pages 3 - 6)

To receive and consider a schedule of Planning Applications from West Oxfordshire District Council.

5. **Licensing Application Consultation W/20/00854/PRMA - Unit R1 Marriotts Walk** (Pages 7 - 14)

To receive and consider a licensing application consultation from West Oxfordshire District Council.

6. **Lake and Country Park Update** (Pages 15 - 28)

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

7. **Witney Town Council Carbon Footprint** (Pages 29 - 36)

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

8. **Financial Report - Revised Budget 2020/21 and Estimates 2021/22** (Pages 37 - 42)

To receive and consider the report of the Town Clerk/RFO relating to the revised budget for 2020/21 and estimates for 2021/22

9. **Consultation - Developer Contributions Supplementary Planning Document**

To receive and consider a consultation from west Oxfordshire District Council – please follow the link to access :-

<https://planningconsultation.westoxon.gov.uk/consult.ti/DeveloperContributionsSPD/consultationHome>

10. **A40 Bus Lane and Eynsham Park & Ride Update** (Pages 43 - 44)

Please see attached update from Oxfordshire County Council – FOR INFORMATION ONLY.



Town Clerk

4

4 . 1 **WTC/170/20** Plot Ref :- 20/02872/HHD Type :- HOUSEHOL
Applicant Name :- JONES, MR AND MRS Date Received :- 19/11/2020
Parish :- NORTH Date Returned :-
Location :- 16 CRAWLEY ROAD Agent
CRAWLEY ROAD
WITNEY
Proposals :- Erection of detached garden room.
Observations :-

4 . 2 **WTC/171/20** Plot Ref :- 20/02812/HHD Type :- HOUSEHOL
Applicant Name :- GINDRE, MR JOAQUIN Date Received :- 24/11/2020
Parish :- NORTH Date Returned :-
Location :- MILL VIEW, 13 Agent
CRAWLEY ROAD
CRAWLEY ROAD
WITNEY
Proposals :- Erection of single and two storey rear extension to provide
additional living space at both lower ground and ground floor levels
and construction of a new front porch. Alterations to include the
enlargement of existing dropped kerb.
Observations :-

4 . 3 **WTC/172/20** Plot Ref :- 20/02682/HHD Type :- HOUSEHOL
Applicant Name :- CARTER, MR GAVIN Date Received :- 26/11/2020
Parish :- WEST Date Returned :-
Location :- 85 BARRINGTON CLOSE Agent
BARRINGTON CLOSE
WITNEY
Proposals :- Erection of a detached shed.
Observations :-

4 . 4 **WTC/173/20** Plot Ref :- 20/03033/HHD Type :- HOUSEHOL
Applicant Name :- REYNOLDS, MR AND MRS NICK Date Received :- 26/11/2020
Parish :- EAST Date Returned :-
Location :- 50 COMPTON WAY Agent
COMPTON WAY
WITNEY
Proposals :- Erection of single storey rear extension.
Observations :-

-
- 4.5 **WTC/174/20** Plot Ref :- 20/03218/HHD Type :- HOUSEHOL
Applicant Name :- MANNING, MR AND MRS M Date Received :- 26/11/2020
Parish :- CENTRAL Date Returned :-
Location :- 29 BURFORD ROAD Agent
BURFORD ROAD
WITNEY
Proposals :- Erection of single storey front porch.
Observations :-
-
- 4.6 **WTC/175/20** Plot Ref :- 20/03018/FUL Type :- FULL
Applicant Name :- ANDREW AND PARTNERS Date Received :- 30/11/2020
Parish :- SOUTH Date Returned :-
Location :- 26 - 28 CORN STREET Agent
CORN STREET
WITNEY
Proposals :- Conversion of first and second floor office space to a two bedroom flat and to change part of the ground floor estate agents to provide a bike and bin store.
Observations :-
-
- 4.7 **WTC/176/20** Plot Ref :- 20/03019/LBC Type :- LISTED BUI
Applicant Name :- ANDREW AND PARTNERS Date Received :- 30/11/2020
Parish :- SOUTH Date Returned :-
Location :- 26 - 28 CORN STREET Agent
CORN STREET
WITNEY
Proposals :- Internal alterations to convert the first and second floor office space to a two bedroom flat and to change part of the ground floor estate agents to provide a bike and bin store.
Observations :-
-
- 4.8 **WTC/177/20** Plot Ref :- 20/03058/HHD Type :- HOUSEHOL
Applicant Name :- BROWN, MR AND MRS Date Received :- 30/11/2020
Parish :- SOUTH Date Returned :-
Location :- 2 BURWELL DRIVE Agent
BURWELL DRIVE
WITNEY
Proposals :- Erection of single storey side and rear extensions.
Observations :-
-
- 4.9 **WTC/179/20** Plot Ref :- 20/02962/HHD Type :- HOUSEHOL
Applicant Name :- LEE, MS NATALIE Date Received :- 03/12/2020
Parish :- CENTRAL Date Returned :-
Location :- 10 BLANKET WAY Agent
BLANKET WAY
WITNEY
Proposals :- Erection of shed in back garden.
Observations :-
-

4 . 10	WTC/180/20	Plot Ref :- 20/03329/HHD	Type :- HOUSEHOL
	Applicant Name :- FOGGETT, MR KEIRAN	Date Received :- 03/12/2020	
	Parish :- EAST	Date Returned :-	
	Location :- 88 PENCLOSE	Agent	
	PENCLOSE		
	WITNEY		
	Proposals :- Convert garage to study and erection of first floor side extension above existing garage and utility.		
	Observations :-		
4 . 11	WTC/181/20	Plot Ref :- 20/03138/HHD	Type :- HOUSEHOL
	Applicant Name :- GARSEED-BRAND, MR AND MRS	Date Received :- 03/12/2020	
	Parish :- EAST	Date Returned :-	
	Location :- 14 STANTON	Agent	
	HARCOURT ROAD		
	STANTON HARCOURT ROAD		
	WITNEY		
	Proposals :- Alterations and erection of single storey rear extension.		
	Observations :-		
4 . 12	WTC/182/20	Plot Ref :- 20/03328/HHD	Type :- HOUSEHOL
	Applicant Name :- SHOWAN, MR MATTHEW	Date Received :- 03/12/2020	
	Parish :- EAST	Date Returned :-	
	Location :- 6 WOODLANDS ROAD	Agent	
	WOODLANDS ROAD		
	WITNEY		
	Proposals :- Erection of first floor side extension above existing garage.		
	Observations :-		
4 . 13	WTC/183/20	Plot Ref :- 20/02940/FUL	Type :- FULL
	Applicant Name :- SOMAIYA, MR	Date Received :- 03/12/2020	
	Parish :- CENTRAL	Date Returned :-	
	Location :- 66 HIGH STREET	Agent	
	HIGH STREET		
	WITNEY		
	Proposals :- Sub division and part change of use of ground floor retail/commercial unit to form a two-bed flat together with alterations to shop frontage.		
	Observations :-		
4 . 14	WTC/184/20	Plot Ref :- 20/03068/FUL	Type :- FULL
	Applicant Name :- LIANG, JIANNING DR	Date Received :- 04/12/2020	
	Parish :- SOUTH	Date Returned :-	
	Location :- 141 QUEEN EMMA'S	Agent	
	DYKE		
	QUEEN EMMA'S DYKE		
	WITNEY		

Proposals :- New dwelling and associated works.

Observations :-

4 . 15

WTC/185/20

Plot Ref :- 20/03133/FUL Type :- FULL

Applicant Name :- LOCI, MR A

Date Received :- 07/12/2020

Parish :- CENTRAL

Date Returned :-

Location :- 115 BURFORD ROAD Agent
BURFORD ROAD
WITNEY

Proposals :- Two storey side extension and subdivision of the existing property to form two separate dwellings.

Observations :-

Reply to : Debra Courtenay-Crane
Tel : 01993 861000
Email: ers@westoxon.gov.uk

Council Offices

Woodgreen,
WITNEY,
Oxfordshire,
OX28 1NB
Tel: 01993 861000
www.westoxon.gov.uk



The Parish Council

Your Ref: W/20/00854/PRMA

Date: 19th November 2020

Dear Parish Clerk,

LICENSING ACT 2003

Application for New Premises Licence

We have received an application for **Unit RI Marriotts Walk Witney Oxfordshire OX28 6GW** under the Licensing Act 2003.

The application can be viewed through the online [Public Access Portal](#). If you would like to make formal representation, the closing date is **17th December 2020**

Please ensure that all email correspondence is sent to ers@westoxon.gov.uk.

Yours faithfully

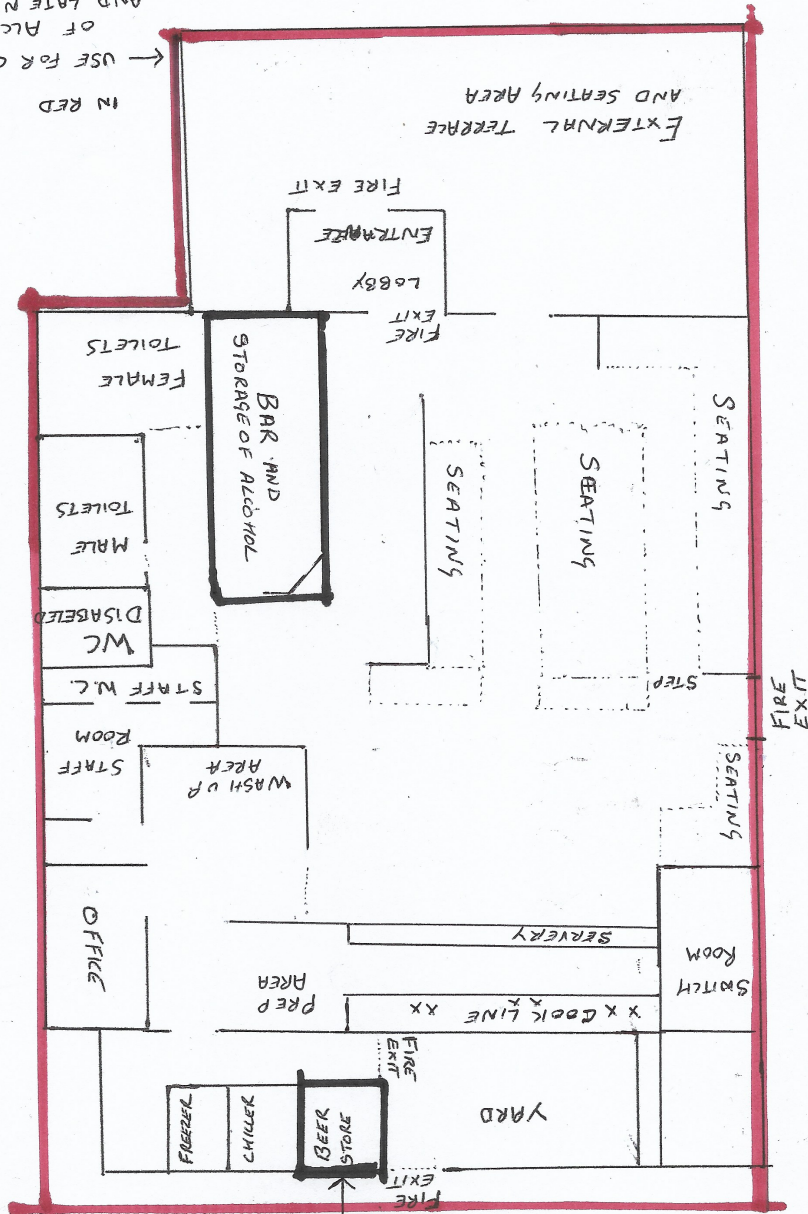
A handwritten signature in black ink, appearing to read "Michelle Bignell".

Michelle Bignell (Mrs)
Service Leader
Licensing and Business Support
Environmental and Regulatory Services

West Oxfordshire District Council may share information provided to it with other bodies responsible for auditing or administering public funds in order to prevent and detect fraud under Section 6 of the Audit Commission Act 1998

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← USE FOR CONSUMPTION
OF ALCOHOL
AND LATE NIGHT REFRESHMENTS
IN RED



STORAGE - IN BLACK
OF ALCOHOL

X = SPRINKLER SYSTEM
NS1 CODE OF PRACTICE
TO BAFE SP203

FIRE SAFELY

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* required information

Section 1 of 21

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference This is the unique reference for this application generated by the system.

Your reference You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

Yes No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

* Family name

* E-mail

Main telephone number Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

Applying as a business or organisation, including as a sole trader
 Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is your business registered in the UK with Companies House? Yes No

Note: completing the Applicant Business section is optional in this form.

Registration number

Business name If your business is registered, use its registered name.

VAT number

Put "none" if you are not registered for VAT.

Legal status

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Your position in the business

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

[1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [11](#) [12](#) [13](#) [14](#) [15](#) [16](#) [17](#) [18](#) [19](#) [20](#) [21](#) [Next >](#)

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CLIMATE, BIODIVERSITY & PLANNING COMMITTEE

Date: Tuesday 15th December 2020
Title: Lake and Country Park Update
Contact Officer: Compliance and Environment Officer – Angus Whitburn

Background

In the last Climate & Biodiversity meeting, it was agreed to commission a phase 1 ecology survey. It was recommended by the Environment Officer that councillors would wait until Frank Lucas had provided his quote as he had experience in the area.

Current Situation

Ecology Survey

Frank Lucas has provided a quote as attached in the confidential appendix to complete an enhanced phase 1 survey of the south end of the lake and country park and wet meadow. This has come in cheaper than the other 3 quotes supplied. Frank advised an enhanced survey to provide a more detail showing of habitats present in the area. He felt this would better support any management decisions of the area.

Management Statement

Currently, officers are trying to interpret an old management plan for the country park. This plan is detailed with a lot of information that is dated and does not reflect the current condition of the country park. The primary focus of the management statement will be to protect the area of the park reserved for biodiversity. This is the area the ecology study will be commissioned for and the area of the park that requires the bank repairs.

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

Financial implications

These are detailed in the report above.

Recommendations

Members are invited to note the report and consider the following:

1. Consider the quote supplied by Frank Lucas for the commission of an enhanced phase 1 survey.
2. Agree to focus officer attention on the creation of a management statement for the south section of the country park.

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CLIMATE BIO-DIVERSITY & PLANNING COMMITTEE

Date: Tuesday 15th December 2020

Title: Witney Town Council Carbon Footprint

Contact Officer: Compliance & Environment Officer – Angus Whitburn

Background

To understand the council's entire carbon emissions the Compliance and Environment Officer was gathering data to calculate the total carbon footprint. This is a necessary step to take to understand areas energy could be saved easily, where emissions are excessive for the activity and buildings that require works to improve their energy rating thus reducing the total emissions. Cllr Andrew Proser kindly supplied the accounting tool provided by the LGA to make this process easier.

Current Situation

The accounting tool has been completed using available data from bills dating between March 2019 – February 2020 for all council operated buildings. The total emission for building heating fuel and electricity also include that of WWS&S and Langdale Hall. Officers are still awaiting Langdale's gas usage and Madley Park's figures to finalise the emissions. Also included in the accounting tool is unmetered connection labelled as "street lights" and vehicular emission for the works team fleet of vans and heavy machinery.

Town Hall Offices

The Town Hall offices consume more electricity than any other WTC managed building. This is largely part to do with the amount of computer in use but also the building's heating is entirely electric. One solution has been to install IR heaters in one office to assess if this would cut the needed heat output from the electric radiators. This project is still due to get underway due to the effects of the pandemic but it is hoped they can be installed early January. The effect of these heaters can then be measured against the kWh used in previous years.

The option to produce electricity from solar or some other form is limited for both the Town Hall and Corn Exchange mainly due to their building construction. The Town Hall is currently being supplied with 100% green energy from green energy UK. One option would be to offset the building emissions from projects elsewhere. The Leys project has got the potential to cover the electric usage of the Town Hall.

Leys Depot

The Leys Depot has a completed plan for a solar installation included battery storage. The square footage available at the Leys is enough to cover the consumption of both the Pavilion's tenants and works depot from April to August. This coverage would also be extended for that of the splash pads electric usage during this period. One unforeseen advantage of this system is WTC could charge the tenants of the pavilion for their use of the energy WTC produce. Officers are currently reviewing the plans submitted by R-ECO and the Town Clerk is reviewing the detail of the lease.

Unmetered connections

The Christmas lights are billed off an unmetered connection. This is an estimated usage that is calculated then a certificate is produced for billing. For this year's display that is significantly smaller than usual, it is 21,356 kWh. One significant saving that could be made on any future bill would only be to run the lights dusk to midnight.

Energy Supplier

All of WTC electric and gas supplies have now been switched over to Green Energy UK. Their energy is 100% green energy and not part of a carbon offsetting scheme. The gas they are supplying WTC building is from gas that would have otherwise gone to waste.

The only exception to this has been the unmetered connection. Unfortunately, Green Energy quotes on these supplies were too exorbitant for the town council. Excluding the Christmas lights, the two other supplies use 3544 kWh of electricity.

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

Financial implications

As outlined in the report the cost to change the unmetered supplies of the Buttercross and St Mary floodlighting would have cost an extra £124.89 a year. This would have more than doubled the spending on these two supplies.

Recommendations

Members are invited to note the report and consider the following:

1. Future Christmas lighting contract to include timers on all lights that run reduced hours from dusk to midnight to cut emission.
2. To review the solar plans for the Leys and recommend officers proceed with developing the project.

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LEYS DEPOT

Buttercross Lane 34, Witney, OX28 4DN, United Kingdom | Witney Town Council | 4 Nov 2020




SYSTEM OVERVIEW


 **88** PV modules

 **1** Inverters

 **45** Optimizers

SIMULATION RESULTS



Installed DC Power
36.08 kWp


Max Achieved AC Power
27.60 kW


Annual Energy Production
31.60 MWh



CO2 Emission Saved
8.88 t


Equivalent Trees Planted
408


Max Achieved DC Power
32.42 kW


DC/AC Oversizing
117 %

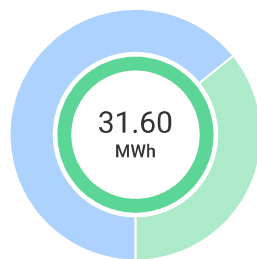

Max Active AC Power
27.60 kW


Performance Ratio
87 %


Performance Index
876 kWh/kWp

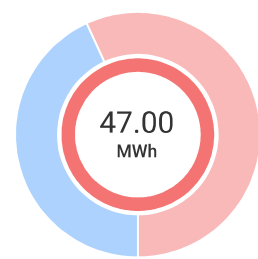
SYSTEM PRODUCTION

- █ **Total Production - 100 %**
31.60 MWh
- █ **Self-consumption - 64 %**
20.29 MWh
- █ **Export - 36 %**
11.32 MWh



CONSUMPTION

- █ **Total Consumption - 100 %**
47.00 MWh
- █ **Self-consumption - 43 %**
20.29 MWh
- █ **Import - 57 %**
26.71 MWh

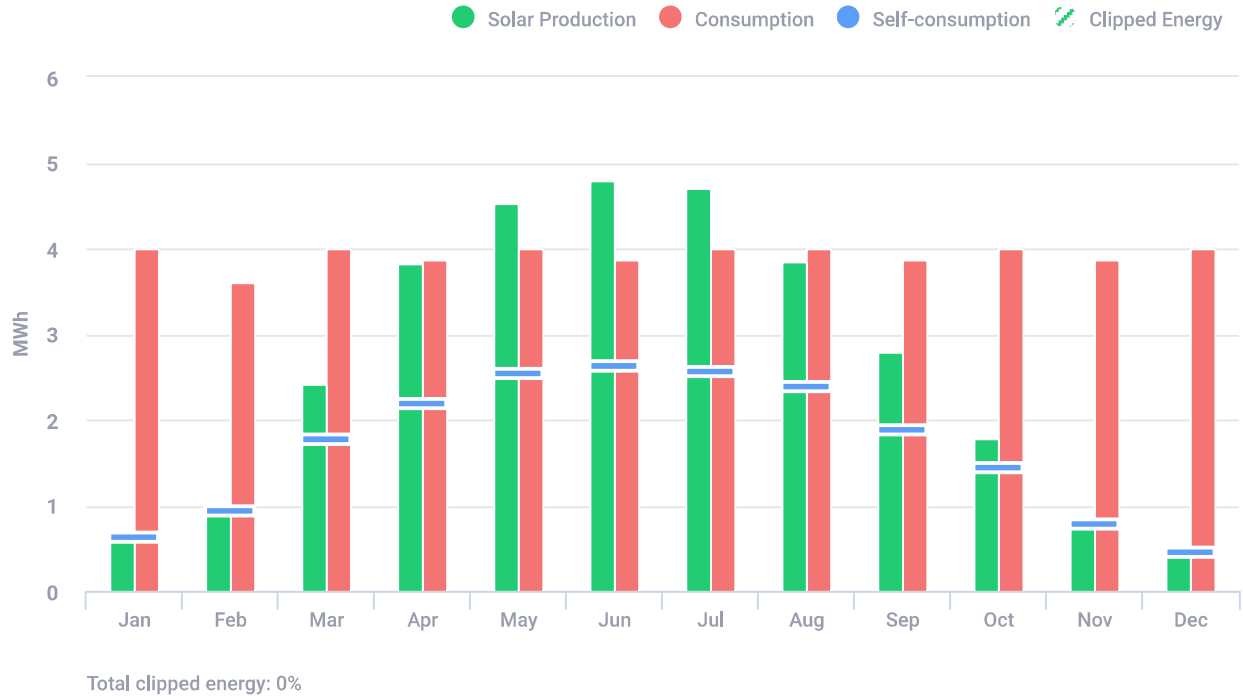


LEYS DEPOT

Buttercross Lane 34, Witney, OX28 4DN, United Kingdom | Witney Town Council | 4 Nov 2020



ESTIMATED MONTHLY ENERGY



PV MODULES

# Module	Model	Peak power	Racking type	Orientation	Azimuth	Tilt
30	JA Solar, JAM72S10-410/MR (1000V)	12.3 kWp			208°	10°
9	JA Solar, JAM72S10-410/MR (1000V)	3.7 kWp			77°	10°
29	JA Solar, JAM72S10-410/MR (1000V)	11.9 kWp			257°	10°
20	JA Solar, JAM72S10-410/MR (1000V)	8.2 kWp			77°	10°
Total:	88	36.1 kWp				

BILL OF MATERIALS (BOM)

Items	Quantity	Cost (£)	Total (£)
SE27.6K	1		
P850	45		

LEYS DEPOT

Buttercross Lane 34, Witney, OX28 4DN, United Kingdom | Witney Town Council | 4 Nov 2020



BILL OF MATERIALS (BOM) (CONTINUED)

Items	Quantity	Cost (£)	Total (£)
JA Solar, JAM72S10-410/MR (1000V)	88		

ELECTRICAL DESIGN

Inverters & Storage	Strings per inverter	Optimizers per string	PV modules per string
1 x SE27.6K 32.42kW 117%	1 x string	15 x P850 (2:1)	30
	2 x strings	14 x P850 (2:1), 1 x P850	29

SYSTEM LOSS DIAGRAM



LEYS DEPOT

Buttercross Lane 34, Witney, OX28 4DN, United Kingdom | Witney Town Council | 4 Nov 2020



SIMULATION PARAMETERS



LOCATION & GRID

Time zone	GMT (London)
Weather station	Oxford (16.4 km away)
Station altitude	57 m
Station data source	Meteonorm 7.1
Grid	400V L-L, 230V L-N



LOSS FACTORS

Near shading	Enabled
Albedo	0.20
Soiling/Snow	0%
Incidence angle modifier (IAM), ASHRAE b0 param.	0.05
Thermal loss factor U _c (const) Flush mount	20
Thermal loss factor U _c (const) Tilted	29
LID loss factor	0%
System unavailability	0%

CLIMATE, BIODIVERSITY & PLANNING COMMITTEE

Date:	Monday 15 December 2020
Title:	Financial Report – Revised Budget 2020-21 & Estimates 2021-22
Contact Officer:	Town Clerk/RFO – Sharon Groth

Background

Members will be aware from other Committee reports that the Council needs to consider its budget annually by reviewing the current years expenditure and income as well as estimating next years, to raise the Precept.

The Cost Centre and budget for this Committee is slightly different in comparison to the operational side of the Council's business as it relates to:

1. Officer time administering the planning side of the Committee – which is via a recharge from Central Support;
2. Projects/initiatives to support the Council's Climate Emergency declaration in June 2019 and meet its objective of being carbon neutral by 2028. This objective crosses over all the Council's services and facilities and should be at the forefront of the Council's decision making.

Current Situation

During last year's budget setting an arbitrary budget of £10,000 was set aside towards Climate emergency projects [a/c 4205/402]. In addition, there was £10,000 in an earmarked reserve for the Lake & Country Park management plan works – yet to be established.

Other projects included setting aside funds for the eventual replacement of the Council's fleet of work vans for electric with £5,000 put in 2020/21 [4971/800]; also, the replacement of the Burwell Hall boiler - £15,000 [4903/800].

The Compliance & Environment Officer has provided these additional comments on this year and next year's budget for consideration by the Committee:

Burwell boiler: If the £10,000 allocated for the patio project can be reallocated to the £15,000 for the boiler that would be great. I think an additional £5000 to bring the total up to £30,000 would ensure that we could further future proof the building's heating system. To run a solar battery storage system to reduce the higher cost of electricity over gas. I will contact Tim

Nicholls from Renewable Energy Co-operative to see if they can provide an additional quote in time for the budget.

Recycling bins: £300 is sufficient to transfer us over to recycling (internal waste from town hall and Corn Exchange).

Lake and Country Park: The £10,000 allocation is probably more than sufficient. The ecology study is £620 and any findings from that that require action can be immediately remedied to protect wildlife and fauna. Additional studies may be required from that funding to feed into a management statement but for now expanding on the old ranger management plan with the updated ecology study is a great starting point. That plan outlined the southern section of the lake as a nature reserve so any future works should support that plan.

The leys Depot: For phase 1 of this plan, I was going to reduce the energy consumption of the area. For these works I estimate we would require £1500. This is to update the one heater in the break room, fit a dehumidifier and install sensored lights. I will chase Tim on a quote for the installation of the solar system for phase 2 in this area to help feed into the 2022-2023 budget as we talked about this would roll on from the 2021-22 budget.

Thermal imaging camera rental scheme: To add to helping the town of witney reducing energy and taking something away from the environment meeting we both attended. I would like to suggest the Council purchase a thermal imaging camera for residents of witney to rent to help make better informed improvement to their homes. The camera would cost around £600 (depending on model) and this could then be a service we provide free of charge or rent out the camera at a cost to protect against damages. The councillors liked the idea of the reducing waste roadshow but were unsure on budget allocation. So maybe the allocation of £1,000 can be split across both projects as both support the residents of witney.

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make regarding its facilities and services it operates.

Above provides some options for the Council to reduce its own impact as well as facilitating the community. This is ongoing project.

Risk

In decision making Councillors should consider any risks to the Council and any action it can take to limit or negate its liability.

Procuring and loaning equipment would need a robust hire agreement and damage deposit scheme in place, so additional thought needs to go into how the Council could protect its asset if it were to progress this option. The Committee also needs to be mindful that it is custodians of taxpayer's money and therefore it needs to be sure that some of these projects

are sustainable and do in fact go towards meeting the Council's objective of carbon neutrality by 2028.

Financial implications

These are contained in the report above – and Members should consider and prioritise these projects to put forward to the budget setting meeting in January if they are to be covered within the 2021/22 precept.

Members should be mindful though of trying to make savings in the current and subsequent years due to the loss of income and additional expenditure because of COVID-19.

Recommendations

Members are invited to note the report and consider the following the projects and initiatives as detailed above and decide if any are to be progressed in future years; particularly

1. To increase the budget for the Burwell Hall heating from £15,000 already set aside to £30,000 but using the £10,000 originally set aside for the patio and agreeing an additional £5,000;
2. To continue to set aside £5,000 year on year towards upgrading the Council's fleet of works vehicles to electric;
3. To continue to budget £10,000 towards Climate emergency;
4. To continue to budget £10,000 towards the Lake & Country Park/Biodiversity.

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Annual Budget - By Committee

Note: Witney Town Council - Revised Budget 2020-2021 - Draft Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>Climate, Biodiversity & Planni</u>										
<u>206</u>	<u>WITNEY COUNTRY PARK</u>									
1030	FISHING RIGHTS	1,310	1,130	1,380	0	1,380	0	1,400	0	0
	Total Income	1,310	1,130	1,380	0	1,380	0	1,400	0	0
4001	SALARIES	0	0	0	190	190	0	0	0	0
4002	ER'S NIC	0	0	0	2	2	0	0	0	0
4026	BOOKS/PUBLICATIONS	20	0	20	0	20	0	20	0	0
4036	PROPERTY MAINTENANCE	100	245	100	143	245	0	100	0	0
4040	ARBORICULTURE	800	0	1,600	0	1,600	0	800	0	0
4042	EQUIPMENT	2,700	2,187	13,050	0	13,050	0	12,700	0	0
4491	TFR TO EARMARKED RES	0	1,150	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	0	0	-1,150	-1,150	-1,150	0	0	0	0
4888	O/S STAFF RCHG	2,641	13,948	24,421	7,655	0	0	0	0	0
4890	O/S O'HEAD RCHG	485	3,205	4,486	1,224	0	0	0	0	0
4891	AGENCY SERVICES RECHARGE	6,180	5,999	6,548	3,588	6,151	0	6,151	0	0
4892	C/S STAFF RCHG	1,067	744	805	385	0	0	0	0	0
4893	C/S O'HEAD RCHG	333	362	376	138	0	0	0	0	0
5198	Deferred Grants Released	0	-26,881	0	0	0	0	0	0	0
	Overhead Expenditure	14,326	958	50,256	12,175	20,108	0	19,771	0	0
	Movement to/(from) Gen Reserve	(13,016)	172	(48,876)	(12,175)	(18,728)		(18,371)		
<u>403</u>	<u>PLANNING</u>									
4892	C/S STAFF RCHG	9,724	13,444	14,826	6,924	0	0	0	0	0

Continued on next page

Annual Budget - By Committee

Note: Witney Town Council - Revised Budget 2020-2021 - Draft Budget 2021-22

	<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4893 C/S O'HEAD RCHG	2,005	4,989	5,178	1,907	0	0	0	0	0
Overhead Expenditure	11,729	18,433	20,004	8,831	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(11,729)</u>	<u>(18,433)</u>	<u>(20,004)</u>	<u>(8,831)</u>	<u>0</u>		<u>0</u>		
Climate, Biodiversity & Planni - Income	1,310	1,130	1,380	0	1,380	0	1,400	0	0
Expenditure	26,055	19,391	70,260	21,006	20,108	0	19,771	0	0
Movement to/(from) Gen Reserve	<u>(24,745)</u>	<u>(18,261)</u>	<u>(68,880)</u>	<u>(21,006)</u>	<u>(18,728)</u>		<u>(18,371)</u>		
Total Budget Income	1,310	1,130	1,380	0	1,380	0	1,400	0	0
Expenditure	26,055	19,391	70,260	21,006	20,108	0	19,771	0	0
Movement to/(from) Gen Reserve	<u>(24,745)</u>	<u>(18,261)</u>	<u>(68,880)</u>	<u>(21,006)</u>	<u>(18,728)</u>		<u>(18,371)</u>		

From: Cheung, Raymond - Communities <Raymond.Cheung@Oxfordshire.gov.uk> **On Behalf Of** A40 Corridor
Sent: 11 November 2020 13:47
To: A40 Corridor <A40corridor@Oxfordshire.gov.uk>
Subject: A40 Bus Lane and Eynsham P&R scheme update

Dear A40 Bus Lane and Eynsham P&R ebulletin subscriber,

Project Update – November 2020

Oxfordshire County Council as scheme promoter have formally submitted our response, in support of the current planning application, to the request made by the Local Planning Authority (LPA) under Regulation 25 of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017. This response was lodged on 6th November 2020. Additional information on connectivity, transport assessment, flood risk and drainage, landscape and biodiversity impacts are provided as part of the response. Community representations collated from the original consultation have also been responded to thematically.

The submitted documentation is now subject to a validation process by the LPA, following on from which will be a further statutory consultation period. For anyone who provided representations on the application during the first consultation in mid-2019 they will be notified by the LPA when the updated information is available. To access it please go to the Planning Portal <https://myeplanning.oxfordshire.gov.uk/> using the reference R3.0057/19.

Regards,

The A40 Programme Delivery Team

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