

Full Council Committee Meeting of Witney Town Council



Monday, 2nd August, 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 **Main Hall, The Corn Exchange, Witney** 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.

Following the Prime Minister's announcements concerning Covid-19 Pandemic restrictions, numbers of the public will be limited to 20, with priority given to those who have registered to speak on an item on the agenda. Any member of the public wishing to attend the meeting should contact the Democratic and Legal Services Officer in advance to reserve a seat.

We will continue to observe social distancing, hand sanitiser will be available and face masks must be worn when entering and exiting the meeting room.

For further information or clarification regarding the meeting contact the Democratic and Legal Services Officer at democracy@witney-tc.gov.uk Tel: 01993 226071

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 Simon Wright the Democratic & Legal Services Officer (democracy@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 - 12)

To approve and adopt the minutes of the Council Meeting held on 28 June 2021 in accordance with Standing Order 18 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 Oxfordshire County Councillors representing Witney Wards 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 29 June and 26 July 2021, and agree the RECOMMENDATIONS contained therein.

- a) **Climate, Biodiversity & Planning - 29 June (attached) & 20 July 2021 (to follow)** (Pages 13 - 22)
- b) **Parks & Recreation Committee - 5 July 2021** (Pages 23 - 28)
- c) **Halls, Cemeteries & Allotments - 12 July 2021** (Pages 29 - 32)
- d) **Stronger Communities Committee - 19 July 2021** (Pages 33 - 38)
- e) **Policy, Governance & Finance Committee - 26 July 2021** (Pages 39 - 44)

8. **Future Meetings of the Council**

To consider the future of Council meetings following the end to national restrictions, amid the continuing Covid-19 pandemic.

9. **Notice of Motion - Community Planning**

To receive the following motion, proposed by Cllr R Smith and seconded by Cllr M Jones:

'Witney Town Council believes planning works best when developers and the local community work together to shape local areas and deliver necessary new homes; and therefore, calls on the Government to protect the right of communities to object to and shape individual planning applications.'

10. **Communications Strategy (Pages 45 - 66)**

To receive and consider the Town Council Communications Strategy as recommended for adoption by the Stronger Communities committee on 19th July 2021.

11. **Civic Announcements (Pages 67 - 68)**

To receive the report of the Mayor.

12. **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.

13. **Correspondence**

To receive correspondence from the Town Clerk for information (if applicable).

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

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

15. **Sealing of Documents**

To authorise the sealing of documents arising from Council resolutions and to note the sealing of:

No. 84 Allotment Land Transfer – Engrossment [Allotment land at North Curbridge, Witney – known as Windrush Allotments].

16. **Exclusion of Press & 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.

17. **Corn Exchange - Phase Two Refurbishment Contracts**

Following a meeting of the Corn Exchange Working Party earlier in the day;

- a) To receive the recommendation on the awarding of the Sound & Lighting contract; and,
- b) To provide an update on the agreed tender specification for the retractable seating contract.



Town Clerk