

Full Council Committee Meeting of Witney Town Council



Monday, 14th February, 2022 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.

Numbers of the public will be limited, 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 (democracy@witney-tc.gov.uk) in advance to reserve a seat.

We will continue to observe social distancing and hand sanitiser will be available.

For further information or clarification regarding the meeting contact the Democratic and Legal Services Officer at democracy@witneytown-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 & Legal 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 & 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 - 18)

To approve and adopt the minutes of the Council Meeting held on 6 December 2021 and the Extraordinary Council Meeting held on 5 January 2022 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. **Witney Community Policing Issues**

To receive an update from the Witney Police Team (if appropriate).

6. **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.

7. **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.

8. **Appointment to Witney TAC (Pages 19 - 20)**

To consider the report of the Democratic & Legal Services Officer.

9. **Minutes of Committees and Sub Committees**

To receive and Note the resolutions in the minutes of the meetings held between 10 and 31 January 2022 and agree the recommendations contained therein.

a) **Parks & Recreation Committee - 10 January 2022 (Pages 21 - 24)**

b) **Halls, Cemeteries & Allotments Committee - 17 January 2022 (Pages 25 - 28)**

c) **Stronger Communities Committee - 24 January 2022 (Pages 29 - 32)**

d) **Climate, Biodiversity & Planning Committee - 25 January 2022 (Pages 33 - 40)**

Minute No. P45 – Council is requested to consider the draft response to the Planning Application submitted by Oxfordshire County Council in respect of the A40 HIF2 Smart Corridor ('HIF2 Project) A40 Between Witney and Wolvercote and approve a final response for submission.

e) **Policy Governance & Finance Committee - 31 January 2022 (Pages 41 - 46)**

f) **20MPH Speed Limit Working Party (Pages 47 - 50)**

To receive the minutes of the 20MPH Speed Limit Working Party held on 25 January 2022.

Council is requested to consider the recommendations regarding the implementation of the scheme for submission to Oxfordshire County Council.

10. **Future Meetings of the Council**

To consider whether the Council's cyclical Committee meetings should be held virtually from February 2022 onwards.

This would mean committees revert to being advisory and would re-affirm delegations in place to the Town Clerk on any other urgent matters.

11. **Civic Announcements** (Pages 51 - 52)

To receive the report of the Mayor.

12. **Vandalism**

To receive a verbal update (if applicable)

13. **Health and Safety**

To receive a verbal update, provided by the Maintenance & Environmental Services Officer.

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 53 - 100)

1. Burford Experimental Traffic Regulation Order update – To receive updates on this ETRO from Oxfordshire County Council & Windrush Valley Traffic Action Group
2. WODC Section 19 Report – To receive the report on flooding in Witney during 23-25th December 2020
3. Safer Streets – To consider a request from the Safer Streets partnership to allow the installation of lighting in the Town Council's town centre bus shelters; the lighting to be funded from this scheme, should a suitable and affordable recommendation be provided by officers.

16. **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.

17. **Sealing of Documents**

15 December 2021 86 SSE PLC - Deed of easement underground cables, land to east of Station Lane – in duplication

20 January 2022 87 HM Land Registry – Transfer Deed – land known as Unterhaching Park & Woodland, Woodford Way

20 January 2022 88 Deed of covenant between West Oxfordshire District Council ~ Witney Town Council ~ The Charities Aid Foundation relating to the Overage Clause on land known as Unterhaching Park & Woodland, Woodford Way – in triplicate

Town Clerk