

Full Council

Committee Meeting of Witney Town Council



Monday, 11th April, 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, A McMahon, A Prosser, R Smith, D Temple and Vacancy (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@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 & 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.

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 of the items under consideration at this meeting in accordance with the Town Council's code of conduct.

3. **Minutes** (Pages 5 - 14)

To approve and adopt the minutes of the Council Meeting held on 14 February 2022 and the Extraordinary Council Meeting held on 16 March 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. **MINUTES OF COMMITTEES AND SUB COMMITTEES**

- a) **Climate, Biodiversity & Planning - 15 February, 8 March & 29 March 2022** (Pages 15 - 34)
- b) **Parks & Recreation Committee - 7 March 2022** (Pages 35 - 38)
- c) **Halls, Cemeteries & Allotments Committee - 14 March 2022** (Pages 39 - 42)
- d) **Stronger Communities Committee - 21 March 2022** (Pages 43 - 46)
- e) **Policy, Governance & Finance Committee - 28 March 2022** (Pages 47 - 54)

9. **Future Meetings of the Council**

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

10. **Civic Announcements** (Pages 55 - 56)

To receive the report of the Mayor.

11. **To Agree A Mayor Elect**

To agree the Mayor-Elect for the Municipal Year 2022/23.

12. **Health, Safety & Vandalism** (Pages 57 - 58)

To consider the report of the Maintenance & Environmental Services Officer (attached)

13. **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.

14. **CORRESPONDENCE**

a) **Notice of Definitive Map and Statement Legal Event Modification Order 2022.** (Pages 59 - 70)

To receive correspondence from Oxfordshire County Council.

b) **Levelling Up White Paper** (Pages 71 - 82)

To note the NALC summary on this Government paper which was published on 2 February 2022. It sets out how the UK Government will spread opportunity more equally across the UK (attached).

15. **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.

16. **Ukraine** (Pages 83 - 84)

To discuss how the Town Council could support Ukrainian families in Witney. Current advice provided by the District Council can be found here <https://www.westoxon.gov.uk/communities-and-leisure/ukraine-support/>

Information provided by NALC is also attached.

17. **Oxfordshire County Council Strategic Plan 2022-25** (Pages 85 - 102)

To note the County Council's Strategic Plan and vision for 2022-25 (attached).

18. **Standards in Public Life - Review of Local Government Ethical Standards (2019)**

In its response to this review, the government restated its position (in-line with the 2011 Localism Act legislation) that recommendations can be more appropriately and effectively taken forward by local authorities, rather than through further legislation. The Early Day Motion 691 by Dr Julian Lewis, MP for New Forest East, calls on the government to establish an appropriate and effective sanctions mechanism to deal with local councillors who have been found guilty of bullying and harassment following an independent investigation. Members may like to consider a resolution encouraging the local MP to support this motion.

19. **Sealing of Documents**

To receive details of documents sealed by the Council (If applicable)

20. **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

21. **Property & Legal Matters**

To receive and consider a confidential verbal update from the Town Clerk/C.E.O (if applicable)



Town Clerk