

Parks & Recreation Committee Meeting of Witney Town Council



Monday, 1st November, 2021 at 6.00 pm

To members of the Parks & Recreation Committee - V Gwatkin, D Butterfield, J Aitman, L Ashbourne, T Ashby, L Duncan, D Enright and A McMahon (and all other Town Councillors for information).

You are hereby summonsed to the above meeting to be held in the **Gallery Room, 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 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 3 - 6)

a) To adopt and sign as a correct record the minutes of the Parks & Recreation Committee held on 6 September 2021.

b) Matters arising from the minutes not covered elsewhere on the agenda (Questions on the progress on any item).

4. **Participation of the Public**

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

5. **Sewer to The Leys Bowls Club** (Pages 7 - 12)

To consider the report of the Project Officer.

6. **Financial Report: Revised Revenue Budget 2021/22 and Draft Base Revenue Budget for 2022/23** (Pages 13 - 30)

To receive and consider the report of the Town Clerk/CEO and the Draft Revised Revenue Budget for 2021/22 and Draft Budget for 2022/23.

7. **Schedule of Proposed Fees & Charges 2022/23** (Pages 31 - 32)

During Budget Setting Cycle the Council reviews its Fees and Charges for the various facilities and services it operates.

Attached is the schedule of charges in respect of the assets and services which fall under the responsibility of this Committee.

The Committee is RECOMMENDED to approve (or amend as necessary) the:

- i. Recreation Fees & Charges

8. **Revenue Growth Items, Special Revenue Projects & Capital Projects (To follow)**

To receive and consider the report of the Town Clerk/CEO with an update on the current year's work programme relating to Capital and Special Revenue Projects; as well as projects identified during the course of the year for inclusion as Revenue Growth Items or Special Revenue Projects in the Council's Revenue Budget or Capital Projects for 2022/23 and beyond.



Town Clerk