

# Parks & Recreation

## Committee Meeting of Witney Town Council



**Monday, 16th May, 2022 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](mailto:democracy@witney-tc.gov.uk) ) in advance to reserve a seat.

For further information or clarification regarding the meeting contact the Democratic and Legal Services Officer at [democracy@witney-tc.gov.uk](mailto: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 Services & Legal Services Officer ( [democracy@witney-tc.gov.uk](mailto: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. Election of Vice-Chair**

To elect a Vice-Chair of the Committee for the 2022/2023 Municipal Year

4. **Minutes** (Pages 3 - 6)

a) To adopt and sign as a correct record the minutes of the Parks & Recreation Committee held on 7 March 2022;

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

5. **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

6. **Committee Terms of Reference** (Pages 7 - 8)

To review the Committee Terms of Reference (TOR) if appropriate. The current TOR's are attached.

7. **Committee Objectives/Work Programme for the Municipal Year** (Pages 9 - 12)

To receive the report/verbal update of the Town Clerk & CEO.

8. **Open Spaces Strategy - Part A** (Pages 13 - 16)

To receive the report/verbal update of the Town Clerk & CEO.

9. **Finance Report** (Pages 17 - 26)

To receive the report of the Town Clerk/CEO

10. **Quarry Road Play Area - Additional Equipment** (Pages 27 - 42)

To consider the report of the Project Officer.

11. **Exclusion of Press and 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

12. **Open Spaces Strategy - Part B** (Pages 43 - 86)

To receive the report/verbal update of the Town Clerk & CEO.



Town Clerk