

Parks & Recreation Committee Meeting of Witney Town Council



Monday, 5th September, 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 Committee Clerk (derek.mackenzie@witney-tc.gov.uk) in advance.

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 Committee Clerk (derek.mackenzie@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 - 8)

a) To adopt and sign as a correct record the minutes of the Parks & Recreation Committee meeting held on 27 June 2022;

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. **Committee Work Plan** (Pages 9 - 10)

To receive the report of the Deputy Town Clerk.

6. **Finance Report** (Pages 11 - 20)

To receive and consider the report of the Town Clerk/RFO, the Income & Expenditure report and the Capital and Special Revenue Expenditure report for the period 1st April to 31st July 2022 (Period 4).

Parks

7. **Play Area Review** (Pages 21 - 44)

To receive the report of the Project Officer.

Recreation

8. **Bowls Greens - Ditch Infill** (Pages 45 - 46)

To receive the report of the Maintenance & Environmental Services Officer.

9. **King George V Recreation Ground - Defibrillator** (Pages 47 - 48)

To receive the report of the Project Officer.

10. **West Witney Sports Ground - Tennis Court Colour Coating** (Pages 49 - 56)

To receive and consider the report of the Project Officer.

11. **Burwell Hall - Options for Changing Room Extensions** (Pages 57 - 66)

To receive the report of the Project Officer.

12. **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.

13. **Property Matters** (Pages 67 - 90)

To receive a confidential verbal update from Officers and/or the Chair, as appropriate on existing and future property matters.



Town Clerk