

Parks & Recreation Committee Meeting of Witney Town Council



Monday, 9th January, 2023 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 held on 31 October 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

Parks

5. **The Leys Traffic Calming** (Pages 9 - 12)

To receive the report of the Deputy Town Clerk.

6. **Leys Play Area Surfacing** (Pages 13 - 14)

To receive and consider the report of the Operations Manager.

7. **Smoke Free Oxfordshire by 2025 – Smoke Free Parks** (Pages 15 - 18)

To receive the report of the Town Clerk.

Recreation

8. **WODC Playing Pitch Strategy** (Pages 19 - 112)

To receive and consider/note the adopted West Oxfordshire District Council Playing Pitch Strategy.

9. **Witney Parkrun - Licence Renewal** (Pages 113 - 114)

To receive and consider the correspondence from Parkrun requesting the renewal of the licence to use West Witney Sports Ground.

10. **Finance/Budget Report** (Pages 115 - 126)

To receive the report of the Town Clerk & Chief Executive Officer

11. **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.

12. **Property & Legal Matters** (Pages 127 - 138)

To receive and consider the confidential report of the Deputy Town Clerk.

13. **Major/Strategic Projects Update**

To receive and consider the confidential report of the Town Clerk/C.E.O (to follow).



Town Clerk

Town Hall, Market Square
Witney
Oxon
OX28 6AG

Mrs Sharon Groth FSLCC fCMgr
Town Clerk
Cllr Liz Duncan
Mayor of Witney

T: 01993 704379
E: info@witney-tc.gov.uk
w: www.witney-tc.gov.uk