

Stronger Communities Committee Meeting of Witney Town Council



Monday, 11th July, 2022 at 6.00 pm

To members of the Stronger Communities Committee - O Collins, J Aitman, L Ashbourne, L Duncan, H Eaglestone, V Gwatkin, A Prosser and R Smith (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 Deputy Town Clerk (adam.clapton@witney-tc.gov.uk) in advance to advise.

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 Deputy Town Clerk (adam.clapton@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 items under consideration at this meeting in accordance with the Town Council's Code of Conduct.

3. Minutes (Pages 5 - 12)

- a) To adopt and sign as a correct record the minutes of the meeting held on 30 May 2022.
- b) Matters arising from the minutes not covered elsewhere on the agenda. (Questions on 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. **Finance Report** (Pages 13 - 14)

To receive financial figures from the last Quarter, relating to the work of this Committee.

Communications & Community Engagement

6. **Community Engagement Report** (Pages 15 - 18)

To receive the report of the Communications & Community Engagement Officer.

7. **Communications Report & Communications Strategy Review** (Pages 19 - 46)

To receive the report of the Communications & Community Engagement Officer.

8. **Town Council Rebranding** (Pages 47 - 52)

To receive the report of the Communications & Community Engagement Officer.

9. **Youth Services Grant 2022** (Pages 53 - 58)

To receive the updated Youth Services Grant Criteria, see minute no. SC255 of the meeting held on 30 May 2022. The scheme is due to launch on 1 August – a full timeline of dates is included in the document.

10. **Witney Voice Box Choir Grant Request** (Pages 59 - 64)

To receive and consider a grant request from Voice Box Choir for a community event at Langdale Hall on 19 July 2022.

Street Furniture & Infrastructure

11. **Happy to Chat Bench** (Pages 65 - 68)

To receive the report of the Project Officer.

12. **Queen's Platinum Jubilee - Legacy Project**

At the meeting of the Parks & Recreation committee it was indicated that a licence would be provided, allow a sundial to be erected in Unterhaching Park to mark this Jubilee year.

To speed up the installation, on approval of the licence, the Project Officer would like to offer the following suggestion for wording on a plaque for consideration by the Committee. 'In honour of the Queen's Platinum Jubilee 2022'.

13. **Autumn & Winter Planting**

To receive a verbal update from officers.

Events

14. **Third Party & Large Events** (Pages 69 - 84)

To receive the report of the Venue & Events Officer.

15. **Remembrance** (Pages 85 - 88)

To receive the report of the Venue & Events Officer.

16. **Advent Fayre** (Pages 89 - 90)

To receive the report of the Venue & Events Officer.



Town Clerk

Town Hall, Market Square
Witney, Oxon
OX28 6AG
T: 01993 704379
F: 01993 771893
info@witney-tc.gov.uk
www.witney-tc.gov.uk

Mrs Sharon Groth
FSLCC fCMgr
[Town Clerk](#)

Cllr Liz Duncan
[Mayor of Witney](#)

