

**PLATINUM JUBILEE WORKING PARTY MEETING OF THE  
WITNEY TOWN COUNCIL**

**Held on Thursday, 28 April 2022**

**At 4.15 pm in the Virtual Meeting Room via Zoom**

**Present:**

Councillor L Duncan (Chair)

Councillors:	H Eaglestone D Enright	A D Harvey
Officers:	Nicky Cayley Adam Clapton Polly Inness	Project Officer Deputy Town Clerk Communications & Community Engagement Officer
Others:	4 members of the public.	

**1 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs J Aitman and M Jones.

**2 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3 MINUTES**

The minutes of the Platinum Jubilee Working Party meeting held on 17 February 2022 were received and adopted.

**4 PLATINUM JUBILEE PROGRAMME OF EVENTS**

The Working Party received and considered the report of the Communications & Community Engagement Officer concerning proposed events for the Platinum Jubilee week.

Members were advised that the Church Service at St. Mary's would be a civic service at the usual time and the Beer Festival would be taking place at the church on 4 June and would have jubilee elements incorporated. Since the last meeting, Chatterbox had also advised they would be theming their Senior's Coffee Morning on 2 June to the Jubilee and suggestions for a Children's Activity Day on Saturday 4 June and to bring forward the Beacon Lighting at the Leys on 2 June had also been made. West Oxfordshire Academy of Performing Arts had offered to perform at the latter.

It was confirmed that the Beacon Lighting would be a Town Council event and organised as such and although members could see the merits of bringing forward the time, nationally it had been set for 9.45pm so residents may be confused and disappointed if it occurred earlier.

Officers also recapped on the programme of events which were all being prepared by either the Town Council, or other local groups. As part of the Big Lunch the Coffee Shed and Premier Tennis had previously spoken on what they may be offering but further details on this element hadn't been confirmed.

The Mayor-Elect, Cllr L Duncan advised that there was a Fire Station Open Day on 4 June and she had been made aware of several street parties occurring; she would like to attend as many as possible during the 5 June and the Council could ask organisers to get in touch if they would like her to attend.

Members agreed that a poster publicising the programme of events was needed and could be distributed to local shops and produced as a banner at the Leys.

**Recommended:**

1. That, the Beacon Lighting take place at 9.45pm
2. That, the Town Crier takes part in the Beacon Lighting and Children's Activity Events
3. That, Park Run/Junior Park Run and the Air Cadets be invited to take part in this event
4. That, the Town Council manages a Children's Activity Day at the Corn Exchange between 10am-2pm on Saturday 4 June
5. That, requests for the Mayor to attend street parties on 5 June be made
6. That, the Town Council publicises the programme of events across the town.

*Cllr H Eaglestone left the meeting at 4.30pm*

**5 PLATINUM JUBILEE LEGACY PROJECT**

The Working Party received and considered the report of the Project Officer concerning a Platinum Jubilee legacy project at Unterhaching Park.

Members were pleased to see a concept design for a sundial within the park, the ownership of which had been transferred to the Town Council. It was confirmed that the sundial would be rendered safe if there were any sharp edges and suggested wording for a plaque would be required in the near future. The Working Party noted the suggested planting scheme devised by officers and Witney Horticultural Society.

**Recommended:**

That, the concept for a legacy project consisting of a sundial in Unterhaching Park be agreed with the associated planting scheme.

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The meeting closed at: 4.58 pm

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Chair