

Stronger Communities Committee Meeting of Witney Town Council



Monday, 12th June, 2023 at 6.00 pm

To members of the Stronger Communities Committee - L Cherry, O Collins, J Aitman, R Smith, T Ashby, A Bailey, J Doughty, G Meadows and J Treloar (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.

Any member of the public wishing to attend the meeting and speak on a particular item 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 Deputy Town Clerk or Committee Clerk 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 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 2023/2024 Municipal Year.

4. Minutes (Pages 3 - 8)

- a) To adopt and sign as a correct record the minutes of the meeting held on 20 March 2023.
- b) Matters arising from the minutes not covered elsewhere on the agenda. (Questions on the progress of any item).

5. **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.

6. **Committee Terms of Reference** (Pages 9 - 10)

To receive the report of the Deputy Town Clerk and review the Committee Terms of Reference (TORs).

7. **Committee Objectives and Work Programme for The Municipal Year** (Pages 11 - 14)

To receive the report of the Town Clerk/C.E.O.

8. **Finance Report** (Pages 15 - 22)

To receive the report of the Responsible Financial Officer (RFO).

Communications & Community Engagement

9. **Communications Report** (Pages 23 - 32)

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

10. **Community Engagement Report** (Pages 33 - 54)

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

11. **In Bloom Competitions** (Pages 55 - 66)

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

12. **Witney Youth Council** (Pages 67 - 84)

To receive the report of the Deputy Town Clerk.

13. **Youth Services Grant 2023** (Pages 85 - 92)

To receive the report of the Deputy Town Clerk.

Street Furniture & Infrastructure

14. **Bus Shelters** (Pages 93 - 96)

To receive the report of the Project Officer.

15. **DEFIBRILLATOR REVIEW & REQUEST FROM MADLEY HALL TRUST** (Pages 97 - 98)

16. **Projects Update** (Pages 99 - 100)

To receive the report of the Project Officer.

Events

17. **Events Report** (Pages 101 - 102)

To receive the report of the Venue & Events Officer.

Town Clerk