

# Climate, Biodiversity & Planning Committee Meeting of Witney Town Council



**Tuesday, 13th June, 2023 at 6.00 pm**

To members of the Climate, Biodiversity & Planning Committee - A Bailey, G Meadows, R Smith, J Aitman, O Collins, J Robertshaw, S Simpson and D Temple (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](mailto: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](mailto:derek.mackenzie@witney-tc.gov.uk) **prior to the meeting**, stating the reason for absence.

**Standing Order 309a)(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 informed 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. 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.

4. **Minutes** (Pages 5 - 32)
  - a) To adopt and sign as correct the minutes of the committee held on 28 March, 18 April, 2 May and 23 May 2023.
  - b) Matters arising from the minutes of the above meetings.
5. **Committee Terms of Reference** (Pages 33 - 34)

To receive the report of the Deputy Town Clerk and review the Committee Terms of Reference (TORs).
6. **Committee Objectives and Work Programme for The Municipal Year** (Pages 35 - 40)

To receive the report of the Town Clerk/C.E.O.
7. **Finance Report** (Pages 41 - 46)

To receive the report of the Responsible Financial Officer (RFO).
8. **Planning Applications** (Pages 47 - 48)

To receive and consider a schedule of Planning Applications from West Oxfordshire District Council.
9. **Planning Decisions** (Pages 49 - 54)

To receive and consider a schedule of planning decisions from West Oxfordshire District Council.
10. **Notice of Planning Appeal Decision - Queen Emma's Dyke, Witney** (Pages 55 - 58)

To receive notice of Planning Appeal Decision APP/D3125/W/22/3293742 for 141 Queen Emma's Dyke, Witney.
11. **Notice of Planning Appeal Decision - Land South West of Downs Road, Curbridge Business Park** (Pages 59 - 70)

To receive notice of Planning Appeal Decision APP/D3125/W/22/3307358 for Land South West of Downs Road, Curbridge Business Park.
12. **Application for Minor Variation of Premises Licence - Shell Waitrose Ducklington** (Pages 71 - 82)

To consider an application for a Minor Variation of Premises Licence for Shell Waitrose Ducklington, Ducklington Lane, Witney, OX28 4TT, under the Licensing Act 2003.
13. **Approval of Street Name - Norreys Avenue** (Pages 83 - 84)

To receive notification from West Oxfordshire District Council, that the proposed Street Name 'Norreys Avenue' has been approved. As per Street Name Application SNN2022173.
14. **Witney Lake Fishing Season** (Pages 85 - 86)

To receive the report of the Biodiversity & Green Spaces Officer.
15. **Forest School** (Pages 87 - 90)

To receive the report of the Biodiversity & Green Spaces Officer.
16. **Water Vole Recovery Plan** (Pages 91 - 92)

To receive the report of the Biodiversity & Green Spaces Officer.

17. **Weed Control & Use of Pesticides** (Pages 93 - 96)

To receive the report of the Operations Manager.



Town Clerk