

Full Council

Meeting of Witney Town Council



Monday, 19th February, 2024 at 7.00 pm

To members of the Full Council - O Collins, G Meadows, J Aitman, T Ashby, D Enright, R Smith, D Temple, A Bailey, L Cherry, R Crouch, G Doughty, J Doughty, D Edwards-Hughes, D Newcombe, J Robertshaw, S Simpson and J Treloar

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 Deputy Town Clerk or Committee Clerk know before the start of the meeting.

Agenda

Ahead of the meeting, the Mayor will hold a minute's silence for former Mayor and Councillor for Witney, Michael Chadwick.

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(d)(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. Request for Dispensation

To consider a meeting dispensation request from Cllr L Cherry for a further six months from 18th March when the current one ends. Therefore, the dispensation will run until 18th September 2024.

3. 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.

4. **Minutes** (Pages 5 - 15)

To approve and adopt the minutes of the Council Meetings held on 4 December, 11 December and 8 January in accordance with Standing Order 18 including questions on the minutes as to the progress of any item.

Please note: Minutes of 11 December 2023 to follow.

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. **Witney Community Policing Issues**

To receive an update from the Witney Police Team.

7. **An Update from Witney Oxfordshire County Councillors and West Oxfordshire District Councillors**

To receive a short verbal update from Oxfordshire County Councillors representing Witney Wards and West Oxfordshire District Councillors.

8. **Report Back from the Councillors on the Work with External Bodies where they serve as the Town Council's Nominated Representative**

To receive a short verbal update from councillors who sit on external bodies where they serve as the Town Council's nominated representative.

9. **Minutes of Committees and Sub Committees**

To receive and NOTE the RESOLUTIONS in the minutes of the meetings held between 28 November 2023 and 5 February 2024, and agree the RECOMMENDATIONS contained therein.

a) **Climate Biodiversity & Planning Committee - 28 November, 19 December, 9 January & 20 January** (Pages 16 - 51)

b) **Parks & Recreation Committee - 15 January** (Pages 52 - 56)

c) **Halls, Cemeteries & Allotments Committee - 22 January** (Pages 57 - 60)

d) **Stronger Communities Committee - 29 January** (Pages 61 - 66)

e) **Policy, Governance & Finance Committee - 5 February**

To Follow.

10. **Witney Town Council Code of Conduct**

To note and consider the following items relating to the Town Council's adopted Code of Conduct.

a) **Register of Interests**

Members are reminded they must register any changes or additions to their disclosable pecuniary interests to the Monitoring Officer at West Oxfordshire District Council (and Town Clerk) further to the provisions of the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, within 28 days of becoming aware of a new interest. As a reminder, the Code can be found here <https://democracy.witney-tc.gov.uk/documents/s10896/Councillor%20Code%20of%20Conduct%202023.pdf>

b) **Members Use of Social Media**

To receive and consider the following recommendation provided by the District Council Monitoring Officer:

Recommendation:

That, the Town Council considers the need to promote a better understanding of the use of social media to its Members.

11. **External Organisations & Outside Bodies** (Pages 67 - 78)

To receive and consider the report of the Deputy Town Clerk concerning nominations to outside organisations and external bodies.

12. **Civic Announcements** (Pages 79 - 80)

To receive the Mayor's Report, provided by the Mayor's Secretary.

13. **Calendar of Committee Meetings 2024-25** (Pages 81 - 83)

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

14. **Health & Safety**

To receive a verbal update on health and safety items, if applicable.

15. **Vandalism & Anti-Social Behaviour Report** (Page 84)

To receive an update of the latest vandalism to Council property and reported Anti-Social Behaviour.

16. **Communication from the Leader**

To receive such communications as the Leader of the Council may wish to bring before the Council and to consider the recommendation of the Leader on how such communications should be dealt with.

17. **Correspondence**

To note any correspondence received:

a) **PCC Correspondence** (Pages 85 - 88)

To note correspondence from the Police Crime Commissioner.

b) **Oxfordshire Healthy Children and Young People's Public Health Service** (Pages 89 - 90)

Correspondence from Oxfordshire County Council regarding this service.

18. **Questions to the Leader of the Council**

Questions to the Leader of the Council concerning the business of the Council in accordance with Standing Order 15.

19. **Sealing of Documents**

To receive details of documents sealed by the Council (If applicable).



Town Clerk

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