

Full Council

Meeting of Witney Town Council



Monday, 17th June, 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

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. 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. Minutes (Pages 5 - 13)

To approve and adopt the minutes of the Annual Council Meeting held on 8 May 2024 in accordance with Standing Order 18 including questions on the minutes as to 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. **Witney Community Policing Issues**

To receive an update from the Witney Police Team (if appropriate).

6. **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.

7. **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.

8. **Committee Places** (Pages 14 - 15)

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

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

To receive and NOTE the RESOLUTIONS in the minutes of the meetings held between 15 April 2024 and 10 June 2024, and agree the RECOMMENDATIONS contained therein.

a) **Climate, Biodiversity & Planning - 15 April, 23 April, 14 May & 4 June 2024** (Pages 16 - 40)

b) **Parks & Recreation - 13 May 2024** (Pages 41 - 45)

c) **Halls, Cemeteries & Allotments - 20 May 2024** (Pages 46 - 49)

d) **Stronger Communities - 3 June 2024** (Pages 50 - 57)

e) **Policy, Governance & Finance - 10 June 2024** (Pages 58 - 67)

10. **Civic Announcements** (Pages 68 - 69)

To receive the report of the Mayor & Mayor's Secretary.

11. **Accounts & Audit (England) Regulations 2015 - Annual Governance and Accountability Return (AGAR) 2023/24** (Pages 70 - 93)

To receive and consider the report of the RFO to agree the Annual Governance statement along with the Final Internal Audit Report.

In line with The Accounts & Audit (England) Regulations 2015 - To receive and consider the Annual Governance & Accountability Return for 2023/24 – and formally agree and adopt.

Should Members have any queries about the accounts, advance notice would be appreciated, in writing, on this occasion by 12:00hrs on Monday 17 June, to allow for a response to be prepared for the meeting.

12. **Motion - Thames Water** (Pages 94 - 96)

To consider a proposed motion and resolutions concerning Thames Water in accordance with Standing Order 13:

- a) Witney Town Council has no confidence in Thames Water's competence as a sewerage undertaker.
- b) Witney Town Council proposes that a letter should be sent by the Leader of the Council to the Secretary of State for Environment, Food and Rural Affairs, urging His Majesty's Government to place full regulatory and administrative limits on Thames Water, suspending bonuses, bringing criminal charges to individuals responsible where found and to evaluate the pros and cons of the renationalisation of Thames Water.

The attached document lists the full motion/background information.

Proposed by Cllr G Meadows

Seconded by Cllr R Crouch

13. **Witney Town Centre CCTV Scheme - Upgrade to HD Digital**

Subject to the outcome of the WODC Executive Meeting of 12th June 2024 – agree in principle to the financial contributions towards the Witney Town Centre CCTV Scheme: £11,267 (25/26); £11,591 (26/27); £11,922 (27/28).

The report for the above WODC meeting can be seen here which provides background information [WODC Executive - CCTV Upgrade & Monitoring](#)

14. **Compliments & Complaints** (Pages 97 - 103)

To receive the report of the Deputy Town Clerk.

15. **Health & Safety**

To receive a verbal update from Officers on Health and Safety items, if appropriate.

16. **Vandalism** (Page 104)

To receive an update showing the latest vandalism to Council property.

17. **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.

18. **Correspondence**

To receive any correspondence received (if applicable).

a) **Witney Infrastructure Neighbourhood Group** (Page 105)

To receive correspondence concerning consultation with supporting parishes.

19. **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.

20. **Sealing of Documents**

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



Town Clerk

Members Interests & Registration of Gifts & Hospitality

Members are reminded that any changes to the register of interests previously completed by them, or any registration of Gifts or Hospitality received which exceed £50 should be reported to the Town Clerk **within 28 days** of the occurrence.
