

Full Council

Meeting of Witney Town Council



Monday, 14th October, 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, 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 6 - 14)

To approve and adopt the minutes of the Council Meeting held on 29 July 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 & Thames Valley Policing Issues**

To receive an update from the Witney Police Team as well as an update on the wider Thames Valley from Police & Crime Commissioner Matthew Barber.

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. **Minutes of Committees and Sub Committees**

To receive and NOTE the RESOLUTIONS in the minutes of the meetings held between 6 August and 8 October 2024, and agree the RECOMMENDATIONS contained therein.

a) **Climate, Biodiversity & Planning - 6 August, 3 September, 17 September & 8 October 2024**
(Pages 15 - 36) – (8 October to Follow)

b) **Parks & Recreation - 9 September 2024** (Pages 37 - 42)

c) **Halls, Cemeteries & Allotments - 16 September 2024** (Pages 43 - 47)

d) **Stronger Communities - 23 September 2024** (Pages 48 - 55)

e) **Policy, Governance & Finance - 30 September 2024** (Pages 56 - 62)

9. **Community Governance Working Party - 14 October 2024**

To receive a verbal update and recommendation of this Working Party following its earlier meeting.

10. **Civic Announcements** (Pages 63 - 64)

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

11. **Committee, Working Party & External Organisation Memberships** (Pages 65 - 67)

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

12. **Committee Calendar Review 2024-25** (Page 68)

To receive an updated calendar of meetings for 2024-25 with two amendments.

The Full Council meeting dates in cycles 5 and 6 have been brought forward a week to 17th February and 14th April 2025 to tie in with the Council's regular schedule of two weeks between the Policy, Governance & Finance Committee and Full Council.

13. **Conclusion of Audit for Year Ending 31 March 2024** (Pages 69 - 70)
To note that the Council's External Auditor, Moore, have completed the review of Sections 1 and 2 of the Annual Governance and Accountability Return for year ended 31 March 2024, and in their opinion the information is in accordance with Proper Practices (External Audit Report & Certificate 2023/24 and Notice of Conclusion of Audit for year ended 31 March 2024 enclosed).
14. **Oxfordshire Councils Charter - Adoption** (Pages 71 - 77)
To formally adopt the Oxfordshire Council's Charter as previously noted and agree to be a signatory of this document.
15. **West Oxfordshire District Council - Polling District and Polling Places Review 2024** (Pages 78 - 79)
To receive and consider correspondence from West Oxfordshire District Council concerning a consultation on polling places and formulate a response, if appropriate.
16. **Health & Safety** (Pages 80 - 82)
To receive the report of the Head of Estates & Operations.
17. **Witney High Street and Market Square Enhancement Scheme** (Pages 83 - 84)
To receive notice of the Climate, Biodiversity & Planning Committee's response to the Oxfordshire County Council Witney High Street consultation, submitted by the deadline of 9 October 2024.
18. **Vandalism & Anti Social Behaviour** (Page 85)
To receive an update showing the latest vandalism to Council property and reported Anti-Social Behaviour.
19. **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.
20. **Correspondence**
To receive any correspondence received.
 - a) **Electoral Review of Oxfordshire County Council - Final Recommendations** (Pages 86 - 87)
To receive notification from the Boundary Commission on the final recommendations for the electoral review of Oxfordshire County Council. Members should note the changes to Witney Town Council warding arrangements as a result.
 - b) **Thames Water - Response to Vote of No Confidence** (Pages 88 - 89)
To receive correspondence from Thames Water Customer Relations in response to Witney Town Council's vote of no confidence (Minute no 345(1) refers)
 - c) **Department for Environment Food & Rural Affairs - Thames Water** (Pages 90 - 91)
To receive correspondence from Emma Hardy MP, Parliamentary Under Secretary of State, Department for Environment Food & Rural Affairs in response to Witney Town Council's vote of no confidence in Thames Water (Minute no. 345(1) of 17 June 2024 refers).

d) **Department of Transport - The Oxfordshire County Council (Highways Infrastructure - A40 Access to Witney) SRO & CPO 2023** (Pages 92 - 142)

To receive notice of the Secretary of State for Transport's decision on the Oxfordshire County Council Highways Infrastructure – A40 Access to Witney (Shore's Green) Side Road and Compulsory Purchase Orders, together with a copy of the Inspector's Report.

e) **Oxfordshire County Council - Definitive Map Modification Order for Witney Footpath 32 - Marlborough Lane** (Pages 143 - 151)

To receive notice of a proposed definitive map modification order for Witney Footpath No.32 (Marlborough Lane) to rectify an anomaly.

f) **Oxfordshire County Council - Consultation on Hailey proposed 20mph Speed Limits** (Pages 152 - 153)

For information and to note the details of an Oxfordshire County Council consultation on 20mph speed limits.

g) **Oxfordshire County Council - 2024-25 Tree Planting** (Pages 154 - 159)

To receive notice of the Oxfordshire County Council 2024-25 tree planting schedule commencing in November 2024.

h) **Campaign for Local Electricity Bill (and request to support amendments to the Great British Energy Bill)** (Pages 160 - 161)

To note correspondence concerning the campaign for the Local Electricity Bill and request for support to amend the Great British Energy Bill.

i) **PCC Correspondence**

To receive the following monthly newsletters from the Thames Valley Police, Police & Crime Commissioner:

[PCC - July Bulletin](#)

[PCC - August Bulletin](#)

[PCC - September Bulletin](#)

21. **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.

22. **Sealing of Documents**

To receive details of documents sealed by the Council.

- No.92 21 August 2024 – Acquisition of Raleigh Crescent Play Area in duplicate from West Oxfordshire District Council.



Town Clerk

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Town Clerk

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