

# Parks & Recreation Committee Meeting of Witney Town Council



**Monday, 4th November, 2024 at 6.00 pm**

To members of the Parks & Recreation Committee - D Newcombe, R Crouch, J Aitman, S Simpson, J Treloar, T Ashby, O Collins and R Smith (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.

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](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 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 4 - 9)**

a) To adopt and sign as a correct record the minutes of the Parks & Recreation Committee held on 9 September 2024 ;

b) Matters arising from the minutes not covered elsewhere on the agenda (Questions on the progress on any item).

4. **Participation of the Public**

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

5. **Finance Report: Revised Revenue Budget 2024/25 and Draft Base Revenue Budget for 2025/26**

To receive and consider the report of the Responsible Financial Officer (RFO) and the Draft Revised Revenue Budget for 2024/25 and Draft Budget for 2025/26.

**(Report to Follow)**

6. **Revenue Growth Items, Special Revenue Projects, and Capital Projects**

To receive and consider the report of the Responsible Financial Officer (RFO) with an update on the current year's work programme relating to Capital and Special Revenue Projects; as well as projects identified during the course of the year for inclusion as Revenue Growth Items or Special Revenue Projects in the Council's Revenue Budget or Capital Projects for 2025/26 and beyond.

**(Report to Follow)**

7. **Schedule of Proposed Fees and Charges 2025/26**

During the Budget Setting Cycle the Council reviews its Fees and Charges for various facilities and services it operates.

Included is the schedule of charges in respect of the assets and services which fall under the responsibility of this Committee, and the Committee is requested to review and approve or amend, as necessary.

**(Report to Follow)**

**Parks**

8. **Play Areas Review** (Pages 10 - 13)

To receive and consider the joint report of the Project Officer & Head of Estate & Operations.

**Recreation**

9. **Sports/Football Pitches Update** (Pages 14 - 35)

To receive the report of the Operations Manager with accompanying by STRI (formerly the Sports Turf Research Institute) following their evaluation of the Council grassed sports provision.

Also an update on the progress of the Deer Park & Raleigh Crescent Football Pitches.

10. **Cricket at The Leys Recreation Ground** (Pages 36 - 38)

To receive a report from the Town Clerk/CEO on a proposal for the continuation of Cricket at The Leys.

11. **Proposed King George V Field Footpath** (Page 39)

To receive correspondence from Oxfordshire County Council in respect of a proposal to establish a footpath at King George V Field, Newland.

12. **Major Projects Update** (Pages 40 - 47)

To receive and consider the report of the Project Officer concerning the progress of projects under the remit of this Committee being undertaken by the Council or Stakeholders.



Town Clerk