

Stronger Communities Committee Meeting of Witney Town Council



Monday, 18th November, 2024 at 6.00 pm

To members of the Stronger Communities Committee - R Smith, G Meadows, O Collins, T Ashby, A Bailey, S Simpson, J Aitman 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.

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. Election of Chair

To elect a Chair of the Committee for the remainder of the 2024/25 Municipal Year.

2. 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.

3. Declarations of Interest

Members are reminded to declare any disclosable pecuniary interests in any items under consideration at this meeting in accordance with the Town Council's Code of Conduct.

4. Minutes (Pages 4 - 11)

- a) To adopt and sign as a correct record the minutes of the meeting held on 23 September 2024.
- b) Matters arising from the minutes not covered elsewhere on the agenda. (Questions on the progress of any item).

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. **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

7. **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

Communications & Community Engagement

8. **Communications Report** (Pages 12 - 41)

To receive and consider the report of the Communications & Community Engagement Officer.

9. **Community Engagement Report** (Pages 42 - 69)

To receive and consider the report of the Communications & Community Engagement Officer.

10. **Youth Services**

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

11. **Youth Council**

To receive a verbal update from the Deputy Town Clerk.

Report to Follow

Events

12. **Third Party Events Policy Review**

To receive and consider the report of the Venue & Events Officer.

Report to Follow

Street Furniture & Infrastructure

13. **Bleed Kit Request** (Pages 70 - 71)

To receive and consider the report of the Operations Manager.



Town Clerk