

Full Council

Meeting of Witney Town Council



Monday, 17th February, 2025 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 - 23)

To approve and adopt the minutes of the Council Meetings held on 9 December, 16 December 2024 & 6 January 2025 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. **Minutes of Committees and Sub Committees**

To receive and NOTE the RESOLUTIONS in the minutes of the meetings held between 17 December 2024 and 11 February 2025 and agree the RECOMMENDATIONS contained therein.

a) **Climate, Biodiversity & Planning Committee - 17 December, 7 January, 28 January & 11 February** (Pages 24 - 48)

b) **Parks & Recreation Committee - 13 January** (Pages 49 - 53)

c) **Halls, Cemeteries & Allotments Committee - 20 January** (Pages 54 - 57)

d) **Stronger Communities Committee - 27 January** (Pages 58 - 64)

e) **Policy, Governance & Finance Committee - 3 February** (Pages 65 - 73)

f) **VE & VJ Day Task & Finish Group - 23 January** (Pages 74 - 75)

To formally approve the recommendations for the VE Day 80th Anniversary on 8th May 2025 as agreed by the Stronger Communities Committee on 27 January.

9. **Civic Announcements** (Page 76)

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

10. **Annual Investment Strategy** (Pages 77 - 80)

To note the recommendations of the Policy Governance & Finance Committee on 3 February 2025.

11. **Calendar of Committee Meetings 2025-26** (Page 81)

To receive and formally approve the calendar of meetings as agreed by the Policy, Governance & Finance Committee on 3 February 2025.

12. **Appointment to Outside Organisations** (Pages 82 - 83)

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

13. **Health & Safety** (Pages 84 - 87)

To receive the report of the Head of Estates & Operations.

14. **Vandalism & Anti Social Behaviour** (Page 88)

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

15. **Summary of Town Centre Issues raised by the Chamber of Commerce** (Pages 89 - 91)

To receive and consider the report of the Town Clerk/CEO.

16. **Motion - Oxfordshire County Council**

To consider the proposed motion and resolution concerning Oxfordshire County Council in accordance with Standing Order 13:

Witney Town Council notes that Oxfordshire County Council in a statement published on 13 November 2024 said that it will consult with local communities on whether to switch off streetlights.

This council is concerned about the safety - and confidence - of women and vulnerable members of the public, particularly on a night out. It is not just the risk of crime that may increase but also the fear of crime, as many people cite poor lighting as one of the reasons they can feel unsafe.

Witney Town Council resolves to write to Oxfordshire County Council requesting that no further consideration be given to turning the lights off in Witney - they must remain on to protect our residents.

Proposed by Cllr J Doughty

Seconded by Cllr D Edwards-Hughes

17. **Strengthening the Standards and Conduct Framework for Local Authorities in England.** (Pages 92 - 101)

To receive notification from the Ministry of Housing, Communities & Local Government of the Consultation to seeks views on introducing a mandatory minimum code of conduct for local authorities in England, and measures to strengthen the standards and conduct regime in England to ensure consistency of approach amongst councils investigating serious breaches of their member codes of conduct, including the introduction of the power of suspension and to consider a response.

Closure of the Consultation is 26 February 2025.

Details of the Consultation can be found by following this link. [Open Consultation](#)

The Consultation Questions are attached for ease of reference.

18. **Witney Town Council Facebook - Meta Terms of Reference & Statement** (Pages 102 - 112)

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

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 (if applicable).

a) **NALC - Open Letter - Community Tier of Local Government Rising to the Challenge** (Pages 113 - 116)

To receive correspondence from the National Association of Local Councils

b) **Riverside Gardens, Witney** (Pages 117 - 119)

To receive a letter of thanks from the outgoing Flood Representative of Riverside Gardens, Witney.

c) **West Oxfordshire District Council - Flooding & Local Plan 2041** (Page 120)

To receive the response of WODC to the letter submitted by the Town Clerk/CEO following the resolution of the Council. Minute no. 694, Full Council 9 December 2024 refers.

d) **Oxfordshire County Council - Witney Footpath No. 32 (part) Modification Order 2024** (Pages 121 - 127)

To receive correspondence from Oxfordshire County Council Countryside Access Team.

e) **Oxfordshire County Council - Notice of Definitive Map and Statement Legal Event Modification Order 2025** (Pages 128 - 132)

To receive correspondence from Oxfordshire County Council Countryside Access Team.

The Online Definitive Map can be found at:

<https://publicrightsofway.oxfordshire.gov.uk/standardmap.aspx>

f) **Police Crime Commissioner - Newsletter**

To receive the December newsletter from the Thames Valley Police, Police & Crime Commissioner:

[PCC December Newsletter](#)

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 (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.

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Town Clerk

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