

Stronger Communities

Committee Meeting of Witney Town Council



Monday, 2nd June, 2025 at 6.00 pm

To members of the Stronger Communities Committee - T Ashby, R Smith, G Meadows, A Bailey, D Edwards-Hughes, D Enright, A Mubin and J Treloar (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. 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 items under consideration at this meeting in accordance with the Town Council's Code of Conduct.

3. Minutes (Pages 4 - 10)

a) To adopt and sign as a correct record the minutes of the Stronger Communities Committee held on 24 March 2025;

b) Matters arising from the minutes not covered elsewhere on the agenda (Questions on the progress on 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. **Election of Vice-Chair**

To elect a Vice-Chair of the Committee for the 2025/26 Municipal Year.

6. **Committee Terms of Reference** (Pages 11 - 13)

To review the report of the Deputy Town Clerk in respect of the Committee Terms of Reference (TOR).

7. **Committee Objectives & Work Programme for the Municipal Year**

To receive and consider the report of the Town Clerk/C.E.O concerning the priorities of this Committee during 2025/26.

Communications & Community Engagement

8. **Communications Report**

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

9. **Community Engagement Report**

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

a) **Community Engagement Strategy**

To receive the final draft of a Community Engagement Strategy for the Town Council, prepared by the Communications & Community Engagement Officer.

b) **Annual Satisfaction Survey Results** (Pages 14 - 17)

To receive analysis of the 2025 resident's annual satisfaction survey, prepared by the Administrative Support Assistant – Communities & Planning.

c) **Witney Forum Notes** (Pages 18 - 21)

To receive the minutes of the meeting of the Witney Forum held on 25 March 2025.

10. **Youth Council** (Pages 22 - 23)

To receive and note the minutes of the Witney Youth Council meeting held on 28th April 2025.



Town Clerk

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