

# Full Council

## Meeting of Witney Town Council



**Monday, 28th July, 2025 at 7.00 pm**

To members of the Full Council Committee - A Bailey, J Doughty, O Collins, G Meadows, J Aitman, T Ashby, D Enright, R Smith, D Temple, A Mubin, R Crouch, G Doughty, D Edwards-Hughes, D Newcombe, J Robertshaw, S Simpson 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](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 5 - 16)

To approve and adopt the minutes of the Council Meeting held on 23 June 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 23 June and 22 July 2025, and agree the RECOMMENDATIONS contained therein.

a) **Planning & Development Committee - 24 June & 15 July 2025** (Pages 17 - 18)

**Minutes of 15 July – To Follow**

b) **Parks & Recreation Committee - 30 June 2025** (Pages 19 - 22)

c) **Halls, Cemeteries & Allotments Committee - 7 July 2025** (Pages 23 - 26)

d) **Stronger Communities Committee - 14 July 2025**

**To Follow**

e) **Policy, Governance & Finance Committee - 21 July 2025 (and 23 June 2025)** (Pages 27 - 31)

The minutes of the Policy, Governance & Finance Committee held on 23 June 2025 are included for information. The recommendations were presented verbally and approved at the Council meeting held on 23 June.

**Minutes of 21 July – To Follow**

f) **Climate Action Working Party - 22 July 2025**

To receive recommendations from this Working Party for adoption and further development during the summer recess.

9. **Civic Announcements** (Page 32)

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

10. **Health & Safety** (Pages 33 - 37)

To receive an update from Officers on health and safety items.

11. **Vandalism & Anti Social Behaviour** (Page 38)

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

12. **Committee Appointments & Representation on Outside Organisations** (Pages 39 - 41)

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

13. **Future Plans for Witney**

Members are asked to consider how the following plans align, with a view to submitting a final response to the Local Plan 2041 consultation on behalf of Witney Town Council.

a) **Witney Town Council Strategic Plan** (Pages 42 - 65)

To receive the draft Strategic Plan as discussed at the Policy, Governance & Finance Committee meeting on 21 July 2025; and

b) **West Oxfordshire District Council Local Plan 2041**

To receive the draft consultation response as recommended by the Planning & Development Committee at its meeting on 15 July 2025 and,

c) **Witney Oxford Transport Group**

Integrating Rail Infrastructure in Oxfordshire Development Plans

[WOT's response to WODC on the recent consultation](#)

14. **Future of Local Government in Oxfordshire**

To receive a verbal update from Officers as appropriate.

15. **A40 Barnard Gate Junctions - Experimental TRO** (Pages 66 - 67)

To receive notice of an initial consultation from Oxfordshire County Council regarding an Experimental on the A40.

16. **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.

17. **Correspondence**

To receive any correspondence received (if applicable).

a) **Part-Night Lighting Consultation - Oxfordshire County Council** (Page 68)

To receive notice of an Oxfordshire County Council consultation on part night-time lighting. As the Council passed a motion requesting lights remain on in Witney at its meeting held on 17<sup>th</sup> February 2025, this is for information only.

b) **Police & Crime Commissioner - Newsletters**

To receive the June & July newsletters from the Thames Valley Police, Police & Crime Commissioner.

[June Newsletter](#)

[July Newsletter](#)

18. **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 22.

19. **Sealing of Documents**

To receive details of documents sealed by the Council (If applicable).



Town Clerk