

Full Council

Meeting of Witney Town Council



Monday, 16th February, 2026 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 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 8(e)(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 - 23)

To approve and adopt the minutes of the Council Meetings held on 8 December 2025, 15 December 2025, 5 January 2026 and 2 February 2026 in accordance with Standing Order 26 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.

participation, in line with Standing Order 25. 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 9 December 2025 and 2 February 2026, and agree the RECOMMENDATIONS contained therein.

- a) **Planning & Development Committee - 9 December 2025, 6 January & 27 January 2026** (Pages 24 - 41)
- b) **Climate & Biodiversity Committee - 13 January 2026** (Pages 42 - 46)
- c) **Parks & Recreation Committee - 12 January** (Pages 47 - 49)
- d) **Halls, Cemeteries & Allotments Committee - 19 January** (Pages 50 - 53)
- e) **Stronger Communities Committee - 26 January** (Pages 54 - 59)
- f) **Policy, Governance & Finance Committee - 2 February** (Pages 60 - 65)

9. **Civic Announcements** (Page 66)

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

10. **Health & Safety** (Pages 67 - 70)

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

11. **Vandalism & Anti Social Behaviour** (Page 71)

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

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

The government consultation on Local Government Reorganisation in Oxfordshire has now opened and is available at the following link - [Local government reorganisation in Oxfordshire - GOV.UK](https://www.gov.uk/government/consultations/local-government-reorganisation-in-oxfordshire)

This statutory consultation seeks views on the proposals that the Ministry of Housing Communities and Local Government (MHCLG) has received following the Secretary of State's invitation to councils in Oxfordshire to submit proposals for unitary local government for Oxfordshire. The three proposals in this consultation were made by the following councils on 28 November 2025:

Oxfordshire County Council proposed 1 unitary council. This would comprise the current areas of:

- **Oxfordshire:** Cherwell, Oxford City, Oxfordshire County, South Oxfordshire, Vale of White Horse, and West Oxfordshire

Cherwell District Council, South Oxfordshire District Council, Vale of White Horse District Council, West Oxfordshire District Council proposed 2 unitary councils. These would comprise the current areas of:

- **Oxford and Shires Council:** Cherwell, Oxford City and West Oxfordshire
- **Ridgeway Council:** South Oxfordshire, Vale of White Horse, plus West Berkshire (outside of invitation area)

Oxford City Council proposed 3 unitary councils: This includes a request to split existing district council areas between the proposed new councils. These would comprise the current areas of:

- **Greater Oxford Council:** Oxford City (includes boundary change)
- **Northern Oxfordshire Council:** Most of Cherwell and West Oxfordshire
- **Ridgeway Council:** South Oxfordshire, Vale of White Horse, plus West Berkshire (outside of invitation area)

This consultation asks questions about each proposal to help inform the assessment of the proposals. The Oxfordshire Association of Local Councils (OALC) are encouraging Councils to directly respond to the consultation as a corporate body.

13. **Committee Calendar 2026/27** (Page 72)

To receive and formally approve the calendar of meetings as agreed by the Policy, Governance & Finance Committee on 2 February 2026.

14. **Register of Interests, Hospitality & Data Protection** (Pages 73 - 76)

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

15. **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.

16. **Correspondence**

To receive any correspondence received (if applicable).

a) **NALC Open Letter** (Pages 77 - 78)

To receive an Open Letter from the new Chair of the National Association of Local Council.

b) **Civility & Respect - Cllr Statement of Assurance** (Pages 79 - 80)

To receive notice of the National Association of Local Council's (NALC) information concerning a Councillor Statement of Assurance as part of its work on Civility & Respect for information. Officers will provide a report to a future meeting for discussion.

c) **WODC - Community Governance Review Request Response** (Page 81)

To receive correspondence from West Oxfordshire District Council concerning the Town Council's request for a Community Governance Review of Witney's boundaries (minute no F701 – Policy, Governance & Finance, 24 November 2025 refers).

17. **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.

18. **Sealing of Documents**

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



Town Clerk