

# Climate & Biodiversity Committee Meeting of Witney Town Council



**Tuesday, 13th January, 2026 at 6.00 pm**

To members of the Climate & Biodiversity Committee - D Enright, A Bailey, A Mubin, D Newcombe, J Robertshaw, S Simpson, R Smith 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 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 4 - 9)

To receive and consider the minutes of the Climate & Biodiversity Committee meeting held on 9 September 2025;

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 25. Matters raised shall relate to the following items on the agenda.

5. **Climate Action Working Party Minutes** (Pages 10 - 14)

To receive the minutes of the Climate Action Working Party meeting held on 25 September for information.

6. **Climate Action Plan Update** (Pages 15 - 53)

To receive and consider the report of the Compliance and Environment Officer.

7. **Lake & Country Park Report** (Pages 54 - 56)

To receive and consider the report of the Biodiversity & Green Spaces Officer.

8. **Nature Verge Update** (Pages 57 - 197)

To receive and consider the report of the Biodiversity & Green Spaces Officer.

9. **Seasonal Planting Schemes** (Pages 198 - 200)

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

10. **Tree Policy** (Pages 201 - 205)

To receive and consider a revised Tree Policy for the Town Council and to make recommendations to the Policy, Governance & Finance Committee accordingly.

11. **Memorial Tree Policy Review** (Pages 206 - 209)

To receive and consider a revised Tree Policy for the Town Council and to make recommendations to the Policy, Governance & Finance Committee accordingly.



Town Clerk

Town Hall, Market Square  
Witney  
Oxon  
OX28 6AG

Mrs Sharon Groth FSLCC FCMI  
**Town Clerk**

T: 01993 704379  
E: [info@witney-tc.gov.uk](mailto:info@witney-tc.gov.uk)  
w: [www.witney-tc.gov.uk](http://www.witney-tc.gov.uk)