

Full Council

Meeting of Witney Town Council



Monday, 12th October, 2026 at 7.00 pm

To members of the Full Council - 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

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.

Any member of the public wishing to attend the meeting should contact the Committee Clerk derek.mackenzie@witney-tc.gov.uk in advance. Priority will be given to those who have registered to speak on an item on the agenda.

Commitment to Civility and Respect

This meeting will be conducted in accordance with Witney Town Council's commitment to the Civility and Respect Pledge. Councillors, officers and members of the public are expected to treat one another with courtesy, dignity, and respect, ensuring that debate remains professional, objective and focused on the business being discussed. Personal criticism, intimidation, or behaviour that could undermine the wellbeing of those present is inconsistent with the standards expected of the Council.

Recording of Meetings

In accordance with the Openness of Local Government Bodies Regulations 2014, public meetings may be filmed, audio-recorded, or photographed. Anyone intending to record the proceedings is asked, as a courtesy, to inform the Committee Clerk before the meeting begins.

This meeting will be broadcast live via Microsoft Teams and recorded; by attending or participating, you consent to the recording and public sharing of audio and video, which may be made available for later viewing. For details on how personal data is handled, please see the [Privacy Notice](#)

To view the meeting please follow this link [Full Council Meeting 12 October 2026](#)

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 6 - 19)

To approve and adopt the minutes of the Council Meeting held on 13 July 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, 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 14 July and 6 October 2026, and agree the RECOMMENDATIONS contained therein.

a) **Planning & Development Committee - 14 July, 4 August, 25 August, 15 September & 6 October** (Pages 20 - 45)

As the meeting of the Full Planning & Development Committee held on 6 October was inquorate and therefore proceeded on an advisory basis when an additional Member was available online, the attached minutes have not yet been formally approved or signed by the Chair. They will be submitted for approval to the next Full meeting scheduled for 17 November 2026.

At the 6 October meeting, the Advisory Committee also resolved to recommend an Infrastructure Funding Statement be approved subject to further work and that the Council should write to Oxfordshire County Council, supporting Witney Infrastructure Neighbourhood Group's (WING) stance on the West End Link Road and Northern Distributor Road delivery as part of the North Witney Strategic Development.

b) **Parks & Recreation Committee - 7 September** (Pages 46 - 49)

c) **Climate & Biodiversity Committee - 8 September** (Pages 50 - 55)

d) **Halls, Cemeteries & Allotments Committee - 14 September** (Pages 56 - 60)

e) **Stronger Communities Committee - 21 September** (Pages 61 - 71)

f) **Policy, Governance & Finance Committee - 28 September**

To note minute no. F478 which recommended Cllr G Doughty be co-opted to the Community Governance Working Party to ensure representation from all current town council wards.

9. **Conclusion of Audit 2025-26** (Pages 72 - 83)

To receive the report of the Responsible Financial Officer (R.F.O).

10. **Representation on Outside Bodies**

To receive and consider the report of the Deputy Town Clerk. **TO FOLLOW**

11. **Climate Change Strategy & Action Plan** (Pages 84 - 120)

To receive the finalised draft of the Climate Change Strategy & Action Plan.

12. **Dependents Carers Allowance** (Pages 121 - 124)

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

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

To note that, following a Government decision announced on 16 July 2026, Witney was proposed to form part of the new Northern Oxfordshire Council, one of three new unitary authorities for Oxfordshire from 1 April 2028. Members are further advised that, on 7 September 2026, the Government announced a pause to the implementation of these proposals to allow a review of local government reorganisation decisions across England, following the receipt of legal advice.

Further details from Witney's Principal Authorities can be found here:

[Local government reorganisation \(LGR\) and devolution | Oxfordshire County Council](#)

[Local Government Reorganisation and Devolution: What you need to know - West Oxfordshire District Council](#)

14. **West Oxfordshire Draft Local Plan 2043**

To consider and approve the Council's response to the statutory consultation on the Draft West Oxfordshire Local Plan 2043, as deferred from the previous meeting. **TO FOLLOW**

Further information about the consultation, supporting documents and how to make a representation is available at www.westoxon.gov.uk/localplan2043

15. **Community Asset Acquisition & Management Policy**

To receive the report of the Town Clerk/C.E.O. in relation to this policy, which was approved for adoption by the Policy, Governance & Finance Committee on 28 September, subject to an addition contained within. **TO FOLLOW**

16. **20mph Scheme Feedback** (Page 125)

To receive and consider a request from OCC for feedback on the 20mph scheme.

17. **Governance – Register of Interests, Hospitality & Data Protection**

To receive and consider the report of the Deputy Town Clerk. **TO FOLLOW**

18. **WITNEY HIGH STREET & MARKET SQUARE WORKS**

19. **Civic Announcements** (Pages 126 - 127)

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

20. **Health & Safety** (Pages 128 - 132)

To receive the report of the Compliance and Health & Safety Officer.

21. **Vandalism & Anti Social Behaviour** (Page 133)

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

22. **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.

23. **Correspondence**

To receive any correspondence received (if applicable).

a) **Oxfordshire County Council - Witney High Street/Market Place Works** (Pages 134 - 135)

To note the response to the Leader's letter to OCC regarding the High Street/Mark Place works. (FC 13.07.2026 Minute 383 Refers)

b) **OxBus 2040** (Pages 136 - 149)

To receive notification that Oxfordshire County Council will be issuing a 4-week consultation on bus services in the county, called OxBus2040, commencing 13 October.

c) **Oxfordshire Casualty Report 2025**

To receive notification that [OCC Road Traffic Collisions Casualty Data Summary 2025](#) is available via its website. The information will also be referred to the next meeting of the Witney Traffic Advisory Committee.

d) **Police and Crime Commissioner Newsletters**

To receive the [August update](#) from the Thames Valley Police & Crime Commissioner.

e) **West Oxfordshire District Council - Community Governance Review** (Pages 150 - 154)

To receive the correspondence including Terms of Reference from WODC regarding the upcoming Community Governance Review and consider the submission of the Town Council's proposal.

f) **Oxfordshire County Council - Annual Residents' Survey Response** (Pages 155 - 156)

To receive a response from Oxfordshire County Council to a letter issued concerning feedback in the Witney Town Council annual resident's survey.

g) **West Oxfordshire District Council - Annual Residents' Survey Response** (Pages 157 - 159)

To receive a response from West Oxfordshire District Council to a letter issued concerning feedback in the Witney Town Council annual resident's survey.

h) **British Regional Transport Association - Support for Rail Link** (Pages 160 - 161)

To receive correspondence from BRTA regarding support for rail travel.

24. **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.

25. **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.