

POLICY, GOVERNANCE & FINANCE COMMITTEE



Agenda Item: Financial Matters referred from Spending Committees

Meeting Date: Monday, 22 September 2025

Contact Officer: Deputy Town Clerk

Background

It is the Council's usual practice that all matters discussed, and recommendations made by spending Committees which have financial implications, are reported to this committee. This Committee is responsible for the overall fiscal management of the Council.

Current Situation

Parks & Recreation Committee – 1 September 2025

PR485 Football Club Training Fees – The Committee recommended training sessions be allowed to proceed without charge this season.

PR488 Play Area Review – The Committee recommended that officers be authorised to procure and implement access/surfacing or a new inclusive swing at Raleigh Crescent Play Area as a high priority, within a maximum budget of £8,000, to be funded as a supplementary estimate from the General Reserve, the most expedient and cost-effective solution being sought, subject to RFO confirmation.

PR488 Play Area Review – The Committee recommended that inclusive play equipment as detailed in the report should be purchased for the sum of £16,980 from the play areas budget.

PR488 Play Area Review – The Committee recommended that Option One (Agito Cyclone) be selected for the replacement swing at both Burwell Recreation Ground and The Leys for the sum of £19,240 from the play area budget.

There were no further recommendations for the current fiscal year. Recommendations for inclusion in the 2026-27 budget were; for improvements to the Basketball Court at King George's Field, the path at West Witney to enhance the Park Run, for pitch drainage at any pitch sites that require it and for a potential increase of benches in the Council's recreation areas.

Halls Cemeteries & Allotments Committee – 8 September 2025

H410 Lakeside Allotments Flooding Update - The Committee recommended that Officers instruct a hydrologist survey to be carried out up to a cost of £2,500 from the Allotments EMR.

There were no further recommendations for the current fiscal year. Recommendations for inclusion in the 2026-27 budget were; for improvements to Public Halls hearing loops (£2,000) and for a new ashes section option at Windrush Cemetery (£15,660).

Climate & Biodiversity Committee – 9 September 2025

Biodiversity Update – The Committee recommended that officers allocate resource funds towards excavating the Curbridge roundabout to facilitate greater wildflower cover.

Biodiversity Update – The Committee recommended that the officers re-apply for Green Flag status at the Lake & Country Park for the sum of £500 when time and resources allow.

There were no further recommendations for the current fiscal year or for the 2026-27 budget.

Stronger Communities Committee – 15 September 2025

Winter Preparations – The Committee recommended the purchase of 3x salt bins for Windrush Place, subject to authorisation by OCC. The cost for the bins being £300 each, funded from 4200/402.

Communications Report – The Committee recommended the purchase of additional signage highlighting the Covid-19 Memorial at The Leys to the value of £100 from an existing budget.

Community Engagement Report – The Committee recommended that the Council recognises the 80th Anniversary of the United Nations later in the year and that a flag be purchased for the occasion, procured from the Mayor's allowance (4000/401).

Community Engagement Report – The Committee recommended that the Council should fly the Witney town flag (crest) from the Town Hall all year round. Officers are costing a new flag to replace the current one which is in a poor condition.

Community Engagement Report – The Committee recommended that the Council should support The Station's BREAK youth cafes at 1863 in the October and February half-terms. This would involve free use of the facility and discounted drinks being available.

There were no further recommendations for the current fiscal year. Recommendations for inclusion in the 2026-27 budget were; increasing The Station Detached Youth service budget to £28,000, a potential fund towards a suggested TVP 'have a go' event at The Leys and an increase of the subsidised letting budget at the Leys based in this year's figures + an inflationary increase determined at budget-setting.

Impact Assessments

The Town Council has a duty to consider the effects of its decisions, functions and activities on equality, biodiversity, and crime & disorder. Consideration should also be given to effects on the environment, given the Council's Climate Emergency declaration in 2019.

- a) Equality – Covered in specific project reports.
- b) Biodiversity – Covered in specific project reports.
- c) Crime & Disorder – Covered in specific project reports.
- d) Environment & Climate Emergency - Covered in specific project reports.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

All the Council's Committees receive financial reports to conduct its checks and balances and consideration is given to budgets and funding availability when agreeing expenditure.

Social Value

Social value is the positive change the Council creates in the local community within which it operates.

The benefits of these items should be considered at the time of recommendation.

Financial implications

The report forms part of the Council's mechanisms for budgetary control. Specific financial implications are detailed.

Recommendations

Members are invited to note the report and consider agreeing the recommendations of the spending committees as detailed above.