

**PARKS & RECREATION COMMITTEE MEETING OF THE
WITNEY TOWN COUNCIL**

Held on Monday, 1 November 2021

At 6.00 pm in the Gallery Room, The Corn Exchange, Witney

Present:

Councillor V Gwatkin (Chair)

Councillors:	D Butterfield T Ashby	L Duncan D Enright
Officers:	Adam Clapton Simon Wright	Deputy Town Clerk Democratic & Legal Services Officer
Others:	No members of the public.	

PR542 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Joy Aitman, Luci Ashbourne and Andy McMahon.

PR543 DECLARATIONS OF INTEREST

There were no declarations of interest from members or officers.

PR544 MINUTES

The minutes of the Parks & Recreation Committee held on 6 September 2021 were received as a correct record.

Minute No. PR454 – Football, Cricket, Bowls & Park Run Update

The Chair advised that the provision of a defibrillator, toilet facility and pitch marking at King Georges Field has been identified as part of the Football Association funding.

The Deputy Town Clerk reported that discussions were ongoing with Witney Bowls Club regarding moving the irrigation controller and ongoing responsibility for irrigation.

Minute No. PR455 – Committee Work Plan

The committee expressed disappointment that the work at Park Road play area was yet to be completed. It was noted that whilst the equipment was in place the safety matting was yet to be finished and full safety inspections undertaken. The committee was assured that officers were liaising with the contractors to get the work finished.

Clarification was sought regarding the funding for Burwell Hall changing rooms and it was confirmed that some of the allocated funding could be used to start the project. The Committee resolved to allocate the funding accordingly to employ architects and carry out scoping work on budgets, permissions required and potential timelines.

PR545 **PARTICIPATION OF THE PUBLIC**

There was no public participation.

PR546 **SEWER TO THE LEYS BOWLS CLUB**

Consideration was given to the report of the Project Officer outlining options for remedial works to the sewer at The Leys serving Witney Town Bowls Club.

The Committee noted the background and considered the need to undertake works to resolve the issue in light of the likely wider development of the site. It was agreed that the new sewer should run around the edge of the site as this would reduce disruption. In respect of budget it was agreed that a request for £25,000 be made.

Resolved

1. That, the quotation as presented be noted;
2. That, the project be progressed with the new sewer being installed around the edge of the site; and
3. That, the Council be requested to allocate a budget of £25,00 for the scheme in the 2022-2023 budget.

Councillor Butterfield joined the meeting at this juncture.

PR547 **FINANCIAL REPORT: REVISED REVENUE BUDGET 2021/22 AND DRAFT BASE REVENUE BUDGET FOR 2022/23**

The Deputy Town Clerk advised that it had not been possible to finalise the budget papers as the recharges had yet to be included.

The Committee considered the draft figures and noted the present position.

Resolved

1. That, the report be noted; and
2. That, the revised base revenue budget for 2021/22 and estimated base revenue budgets for 2022/23 be approved

PR548 **SCHEDULE OF PROPOSED FEES & CHARGES 2022/23**

The Committee considered a schedule of proposed fees & charges for 2022/23.

The Deputy Town Clerk advised that the Policy, Governance & Finance Committee had agreed that the fees and charges of the Town Council for 2022/23 should rise in line with inflation which equated, when rounded down, to a 3% rise.

Resolved

That, the Recreation Fees & Charges for 2022/2023 be approved.

PR549 **REVENUE GROWTH ITEMS, SPECIAL REVENUE PROJECTS & CAPITAL PROJECTS**

The Committee noted that it had not been possible to provide this report for the meeting and would be circulated to members for comment in due course. It would also be included in the agenda for the next Policy, Governance & Finance Committee for decision.

The meeting closed at: 6.25 pm

Chair