

**PLATINUM JUBILEE WORKING PARTY COMMITTEE MEETING OF THE
WITNEY TOWN COUNCIL**

Held on Wednesday, 8 December 2021

At 4.15 pm in the Virtual Meeting Room via Zoom

Present:

Councillors:	J Aitman H Eaglestone D Enright	A D Harvey M Jones
Officers:	Adam Clapton Claire Green Polly Inness Simon Wright	Deputy Town Clerk Administration Support - Planning & Stronger Communities Communications & Community Engagement Officer Democratic & Legal Services Officer
Others:	0 members of the public.	

1 ELECTION OF CHAIR

Nominations were sought for the role of Chair of the Working Party.

It was proposed that Councillor Joy Aitman be elected. There being no other nominations it was:

Resolved:

That Councillor Joy Aitman be elected Chair of the Platinum Jubilee Working Party.

2 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Owen Collins.

3 DECLARATIONS OF INTEREST

There were no declarations of interest from members or officers.

4 TERMS OF REFERENCE

Consideration was given to draft Terms of Reference for the Working Party.

It was noted that the timeframe would need to be amended to reflect that the initial recommendations had not been able to be presented to the December Council meeting.

Resolved:

That, the Terms of Reference as amended be approved.

5 **COMMUNITY EVENTS SCOPING REPORT**

Consideration was given to the report of the Communications & Community Engagement Officer outlining a number of official events, potential local projects and other suggestions for marking the Platinum Jubilee.

Members considered the suggestions and agreed the following:

- RAF Brize Norton to parade in the town subject to availability.
- A beacon to be lit at a location to be agreed
- A Civic Service to be held on Sunday 5 June
- Big Jubilee Lunch to be held on The Leys
- Carnival organisers to be asked about having a Jubilee theme for the Witney Carnival
- Queens Green Canopy – Liaise with West Oxfordshire District Council (WODC) and other partners to see if they have any plans or would like a joint approach.
- Providing schools in Witney with a tree to be planted on their grounds.
- Provision of a drinking fountain to be explored with Youth Council, when reconstituted, to see if this should be pursued.
- Circular Walk/Trail to be explored possibly in conjunction with Witney Museum
- The provision of a sustainable Jubilee Garden possibly at Unterhaching Park be explored subject to agreement with WODC on ownership.
- Wildflower planting to be an extension of the current work undertaken by Witney Town Council but also liaise with WODC and Witney Land Army.
- In Bloom details had previously been agreed through Stronger Communities Committee but need to look at involvement of schools in the project.
- In respect of Street Parties to provide information for organisers as needed.
- Contact various craft organisations/clubs in the town about what they are doing and maybe provide exhibition space in council buildings.
- Oxfordshire Play Association to hold a Play Day on Wednesday 1 June.
- Liaise with organisers of Jazz night and Buttercross Theatre to see if they can theme their events at the Corn Exchange over the weekend.
- Contact primary schools to see what events they are organising and WTC to look at providing a memento, such as seeds, for all primary age children in Witney.

During further discussion it was agreed that officers look at the items listed and report back to the Working Party in January. In respect of budget it was agreed that an increase from the allocated £2,000 to £5,000 be requested although this amount may not be required.

Resolved:

1. That, the projects listed above be explored further with a view to providing a more detailed project plan to members in January;
2. That, a legacy project of a Jubilee Garden at Unterhaching Park be identified as a priority legacy project;
3. That, organisations should be invited to help run commemorative events. Organisers of other events being held over the extended weekend to be approached to see if they would like to be included in a programme of the official Witney celebrations; and
4. That, a budget request for funding Of £5,000 be made to support the activities proposed.

The meeting closed at: 5.25 pm

Chair