

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

Held on Tuesday, 18 January 2022

At 4.00 pm in the Virtual Meeting Room via Zoom

Present:

Councillor J Aitman (Chair)

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| Councillors: | L Duncan H Eaglestone | M Jones |
| Officers: | Adam Clapton Claire Green Polly Inness | Deputy Town Clerk Administration Support - Planning & Stronger Communities Communications & Community Engagement Officer |
| Others: | No members of the public. | |

6 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Enright.

Councillor Duncan attended for Councillor Enright.

7 DECLARATIONS OF INTEREST

There were no declarations of interest.

8 MINUTES

The minutes of the meeting of the Working Party held on 8 December 2021 were received and adopted.

9 PLATINUM JUBILEE EVENTS PLAN

Members received the report of the Communications & Community Engagement Officer.

The Working Party was advised the budget for proposed events had been reduced during the budget setting process of the Town Council and now stood at £3,000. There was agreement that, although this would still help facilitate a successful overall event for the jubilee, some proposals from the last meeting would need to be scrutinised further.

The Lead Officer advised contact had been made with the Witney Schools Partnership to explore what the schools across Witney might already have planned but so far, a response hadn't been received. Members felt that it was now beyond the budget to provide a commemorative gift to all primary schoolchildren and the Queens Canopy project was offering free trees to schools so this should be the avenue for them to take, should they wish to plant a tree. A competition for a congratulations card amongst schools was discussed, with members agreeing that winning entries from each school should be displayed and made into artwork to go back to the schools as a legacy of the occasion. Members agreed the launch of this should tie in with the Queen's Accession Day on 6th February, this would also be marked with a small flag-flying ceremony at the Town Hall.

There was further discussion on the other events, formerly agreed for scoping at the last meeting along with a draft schedule of events for the bank holiday weekend. The RAF Freedom Parade had been approximately costed and members agreed, while this would be a spectacle for the town, it didn't offer the community aspect of bringing local groups and organisations together as they envisaged. A children's Play Day, beacon lighting and civic service were already planned, along with a potential legacy project at Unterhaching Park, but this would be scaled back to a small flowerbed area on circular paved area there, subject to land transfer.

The Lead officer advised an advertisement had been added to the Town Council's winter newsletter encouraging residents and groups to get in touch regarding their events and several groups had already approached officers on potential events at the Corn Exchange or offering help such as the Rotary Club of Witney. There was hope the latter might be able to offer marshalling services for the beacon lighting at the Leys or hold a race night to tie in with the Jubilee Epsom Derby. A potential post requesting pictures and memories from the coronation and earlier jubilees could be created on Social Media, with submissions being added to an exhibition in the Corn Exchange. Further dialogue was required, and information required on what else the Church, Cadets and others might want to do so representatives should be invited to the next meeting. Members agreed this should be held in approximately three weeks.

The Working Party also agreed there should be an official tree planting by the Mayor on behalf of Witney residents, later confirmed as 11th March. The logical place for the tree was at Burwell Recreation Ground, this having been designated the Queen Elizabeth II Field in Trust in 2012.

Resolved:

- That, the Queen's Green Canopy is promoted to the schools in Witney
- That, a 'Congratulations Card' Competition is launched in schools to tie in with Accession Day on 6th February. Each School provides a winning entry which is sent to the Town Council and displayed in the Corn Exchange. Officers to investigate the possibility of making these into actual artworks which can be presented back to the school after the celebrations. An overall winner to be picked by the Mayor, and sent to Buckingham Palace on behalf of the residents of Witney
- That, the Mayor attends a small flag-flying ceremony at the Town Hall on 6th February
- That, a tree planting ceremony takes place on 11 March 2022 at Burwell (Queen Elizabeth II) Recreation Ground as part of the Queen's Canopy Project
- That, officers explore the possibility of creating a small flowerbed area Unterhaching Park, if ownership is transferred to the Town Council in time
- That, an exhibition of Royal memorabilia in the Town Council's possession is exhibited along with card entries in the Corn Exchange throughout the weekend
- That, a celebration quilt by a local quilting group is displayed in the Corn Exchange during the celebrations
- That, a beacon lighting takes place at The Leys Recreation Ground on 2nd June, and officers explore how this could be expanded to include other local groups
- That, subsidised hire totalling £74.75 from the budget be allocated to Witney Voice Box Choir to hold an event in the Corn Exchange on 3rd June
- That, the Town Council promotes the Big Jubilee Lunch on 5th June
- That, the Working Party extends invitations to the next meeting to those groups who have already contacted the Town Council regarding events taking place during the weekend; i.e. Witney Voice Box Choir, Witney Round Table, Rotary Club of Witney, St Mary's Church and others

The meeting closed at: 5.08 pm

Chair