

ANNUAL MEETING OF THE WITNEY TOWN COUNCIL

Held on Wednesday 20 May 2015

At 7pm in the Council Chamber

Present

Councillor J C Baker (Retiring Town Mayor)

Councillor J S King (Elected Town Mayor)

Councillors:	S E Bartington	D S Enright
	A K Beames	C Holliday
	C Brown	J S King
	H W Chirgwin	T J Morris
	B J Churchill	C E Reynolds
	H B Eaglestone	C K Woodward

Officers:	Town Clerk	Democratic Services Officer
		Responsible Finance Officer

Also present: 1 member of the press and 2 members of the public

On opening the meeting the Chairman proposed a minutes silence in respect of the recently deceased Chrissie Curry.

182 **ELECTION OF TOWN MAYOR**

Prior to the election of a new Town Mayor, Cllr Baker addressed the Council and said that it had been an honour and a privilege to be elected as Mayor and thanked everyone for their support in her endeavours. She mentioned the Leys Splashpark project and the Corn Exchange coming to fruition, and thanked all those involved.

On behalf of all the Members, Cllr T Morris thanked the Mayor for all her work over the past four years, particularly her hard work in the Corn Exchange project. He commented that it would be hard to find another Mayor as good as she has been for a long time.

Cllr Baker asked for nominations for the position of Mayor. Cllr Chris Woodward nominated Cllr Jim King. There were no other nominations. All members were in favour.

RESOLVED: that Councillor James King be elected Town Mayor for the ensuing municipal year.

Cllr King signed the Declaration of Acceptance of Office and took over the chair.

The new Mayor Cllr J King thanked the retiring Mayor for all her time and efforts during the last 4 years.

The meeting adjourned for a short time at 7.10pm whilst a presentation took place. The retiring Mayor Cllr J C Baker and the two members of the public left the meeting at 7.15pm.

The new Mayor said that when the group decided to select him as Mayor he was thrilled, excited and extremely humbled so thanked everyone for having the confidence in electing him Mayor.

He congratulated everyone on the elections and welcomed the new councillors.

183 **ELECTION OF DEPUTY TOWN MAYOR**

Councillor Alan Beames proposed the nomination of Councillor Chris Holliday as Deputy Town Mayor. Councillor Carol Reynolds seconded the nomination. All were in favour. There were no other nominations.

RESOLVED: that Councillor C Holliday be elected Deputy Town Mayor for the ensuing municipal year.

The Declaration of Acceptance of Office was duly signed by Councillor C Holliday.

184 **APOLOGIES FOR ABSENCE**

Apologies for his absence were received from Councillor P J Dorward.

185 **DECLARATIONS OF INTEREST**

No declarations of interest were received in matters to be discussed at the meeting.

186 **TIMETABLE OF MEETINGS FOR THE MUNICIPAL YEAR 2015/16**

The Council considered the timetable of meetings for the forthcoming year, as circulated with the agenda.

In answer to a Members question the Town Clerk confirmed that the dates of the Sub-Committees and Working Parties would not form part of the calendar of meetings as they would be called adhoc, as and when necessary. She added that during the forthcoming cycle of meetings she would bring new Members up to speed via the relevant parent Committees via an update.

RESOLVED:

- 1) that the report be noted.
- 2) that the timetable of meetings be approved.

187 **APPOINTMENT OF STANDING COMMITTEES, SUB COMMITTEES AND WORKING PATIES AND ELECTION OF CHAIRMEN**

Members considered the appointment of standing committees and sub committees as indicated in the Town Clerk's report, copies of which had been circulated with the agenda.

Given the fact that the Membership of the South Ward was to be established, vacancies had been left on each Committee to be eventually filled by those elected.

RESOLVED:

- 1) that the constitution and arrangements of standing committees, sub-committees and working parties as indicated in the report be approved.
- 2) that the membership of the standing committees, sub committees and working parties be detailed as below:

Planning & Development Committee

A K Beames	C Brown	TBA
C Holliday	H Chirgwin	TBA
P J Dorward	J King	

Amenities Committee

B Churchill	J King	C Brown
D Temple	H B Eaglestone	TBA
S Bartington	C Holliday	

Community Services Committee

J King	D Enright	C Woodward
C Holliday	D Temple	TBA
H Chirgwin	S Bartington	

188 **CHAIRMEN OF STANDING COMMITTEES**

Councillors considered the appointment of Chairmen of the above Standing Committees, with only those Members on each individual Committee being allowed to vote in each instance, if necessary.

RESOLVED: that the following Councillors be appointed Chairman of the Committees as indicated:

Planning & Development Committee	-	A K Beames
Amenities Committee	-	Mrs B J Churchill
Community Services	-	C Woodward

189 **MEMBERSHIP & CHAIRMEN OF POLICY & RESOURCES COMMITTEE, PERSONNEL SUB-COMMITTEE AND WORKING PARTIES**

Arising from the election of Chairmen to the above Standing Committees, who would therefore serve on the Policy & Resources Committee, it was now necessary to appoint three further Members to serve on that Committee.

RESOLVED:

- 1) that Councillors Mrs C Reynolds and T J Morris be appointed as members of the Policy & Resources Committee.

2) that the membership of the Policy & Resources Committee be as follows:

A Beames	C Reynolds	C Holliday
B Churchill	J King	TBA
T J Morris	C K Woodward	

3) that Councillor J King be appointed Chairman of the Policy & Resources Committee.

4) that the membership of the Personnel Sub-Committee, being the Mayor, Deputy Mayor and Chairmen of the Council’s standing committees, plus any Member with particular experience, be as follows:

A Beames	B Churchill	J King
C Woodward	C Holliday	C Reynolds
T Morris		

5) that the delegation of authority previously given to the Personnel Sub-Committee in the resolution of staffing issues, be continued

6) that Councillor J King be appointed Chairman of the Personnel Sub-Committee.

190 **OTHER SUB-COMMITTEES AND WORKING PARTIES**

Membership was agreed as follows, with the Chairman to be elected at the next meeting of each Sub-Committee and Working Party.

Cemeteries & Closed Churchyard Sub-Committee

B Churchill	P Dorward	D Enright	TBA
S Bartington	H Chirgwin		

West Witney Sport Ground Sub-Committee

S Bartington	A Beames	C Woodward	C Reynolds
C Brown	P Dorward		

Public Halls Sub-Committee

C Brown	P Dorward	C Woodward	D Enright
B Churchill	C Reynolds		

Town Planning and infrastructure Working Party

A Beames	J King	T Morris	C Holliday
C K Woodward	TBA		

BMX/Skatepark Working Party

J King	C Holliday	S Bartington
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Leys Splash Park Working Party

As the splash park was due to open in mid- July it was **RESOLVED** that this would report directly into the Amenities Committee rather than have a separate Working Party.

Witney in Bloom

B Churchill J King H Chirgwin TBA

Christmas Lights Working Party

S Bartington A Beames C Brown H Chirgwin
B Churchill C Holliday C Woodward

WW1 Working Party

C Brown P Dorward C Holliday J S King

Disciplinary and Grievance Working Party

P Dorward H Eaglestone D Temple

Consultation Working Party

A Beames C Holliday C Woodward J King

Budget/Medium Term Financial Strategy

J King T Morris C Reynolds TBA

Ground Maintenance Contract

B Churchill J King T Morris C Reynolds
C Woodward

209 **APPOINTMENTS OF REPRESENTATIVES/NOMINEES TO ADVISORY COMMITTEES AND OUTSIDE ORGANISATIONS**

a) Representatives

The Council considered the Town Clerk’s report, which had been circulated with the agenda and detailed the requirement of representatives on other committees and outside organisations. She suggested in her report that representatives be nominated for the duration of their term of office.

RESOLVED: that the following appointments be agreed:

Witney Traffic Advisory Committee	-	A Beames J King	B Churchill H Chirgwin
Oxfordshire Association of Local Councils	-	H Eaglestone	

West Witney Sports & Social Club	-	C Brown	B Churchill
Witney Town Band	-	C Holliday	
Witney & District Twinning Association	-	J King (Ex-Officio) P J Dorward	Town Clerk
West Oxfordshire Museum Centre	-	P Dorward	
St Mary's Church Preservation Trust	-	J King	
CCTV Management Group	-	C Holliday	
West Oxon Safer Communities Partnership	-	C Reynolds	
Volunteer Link Up	-	S Bartington	
President of No.2120 (Witney Squadron) ATC	-	J King	
Witney NAG	-	C Reynolds	
RAF Brize Norton Local Consultation Working Group		P Dorward	
Witney Allotment Association	-	D Enright	

b) Nominees

The terms of office of Town Council nominees to other organisations were determined by the relevant bodies and the Council was requested to make further nominations as and when vacancies occurred. The untimely death of Chrissie Curry had also resulted in vacancies arising.

Details of current representation were included in the Town Clerk's report, which advised that the Council was required to make a nomination to the Witney Town Hall Charity, Witney Town Charity, Witney Educational Foundation, Madley Park Hall Trust and the Corn Exchange Charitable Trust.

Subsequent to the Town Clerk's report a Member also brought to the Town Clerk's attention the fact that Cllr P Dorward had resigned from the Witney Town Charity recently and the ruling group had taken the opportunity to nominate a replacement. The Town Clerk advised that this was not the normal practice – that usually she would expect a notification from the Clerk to the Witney Town Charity requesting a replacement.

RESOLVED:

- 1) that the report be noted.
- 2) that Cllr Mrs B Churchill is appointed to replace former Councillor Mrs J Baker on the Witney Town Charity; and subject to confirmation from the Clerk to the Trustees Cllr Beames is appointed to replace Cllr P Dorward.

- 3) that Cllr Mrs B Churchill is appointed to replace Ms Chrissie Curry and that Mr C Knowles continues as a Town Council appointed Trustee on Witney Town Hall Charity for a further four year term.
- 4) that Cllr Mrs C Reynolds is appointed as Governor to replace Ms Chrissie Curry continue on the Witney Educational Foundation.
- 5) that Cllr H Chirgwin be appointed as Trustee on the Madley Park Hall Trust.
- 6) that Cllrs Mrs B Churchill and C Woodward be appointed to the Witney Corn Exchange Trust

210 **SOUTH WARD ELECTION – 25 JUNE 2015**

The Town Clerk had circulated correspondence from the Elections Office requesting consideration be given to whether poll cards should be issued for this forthcoming election. She highlighted the cost to the taxpayer.

RESOLVED: that the Elections Office be informed that poll cards are not required for this election.

The meeting closed at 7.45pm.

Chair.