



Libfest was applying for was purely to cover running costs. He highlighted how much the event last year cost and the anticipated cost of putting on this years event. It was hoped to raise a lot more for charity. The group appreciated that the Council had a tight budget and that it also needed to be completely reassured about the event to support it. It was an event to honour Liberty Baker and also a great event for the town.

The Chairman applauded the charity and last year's event. Another member commented that she had seen and supported the Charity money boxes in the Town and this was a great idea.

The Chairman agreed to bring the agenda item forward for consideration as representatives of Libfest were in attendance.

C110 **EVENTS – WITNEY MUSIC FESTIVAL, LIBFEST AND WITNEY CARNIVAL: SKATEFEST**

The Committee received and considered the report of the Facilities Manager as circulated with the agenda. It was noted that all the proposed events raised money for charity and had requested financial assistance from the Town Council – being free use of the Leys Recreation Ground.

The Chairman noted the Town Clerk's concerns with the new housing development and a residential home adjacent to The Leys, and she suggested Members should consider the finishing times of such public events. The Chairman proposed that the Safety Action Group should look at the event plans and be satisfied if the events were to go ahead, particularly in relation to the proposed fireworks at the Music Festival.

The Town Clerk highlighted that the licence for the Music Festival permitted the sale of alcohol until 11pm. She also had concerns about the proposal for a fairground as in the past there had been complaints from the showmen running Witney Feast, and the knock on effect of agreeing to fairgrounds and fireworks. The proposal was to site the fireworks in the Skate Park and she was not sure if it would be a good idea to close a public facility from 4pm on a summer evening, precluding many young people from using their facility for the evening.

The Chairman suggested that all groups should liaise with the Facilities Manager to ensure she was happy.

Another member suggested asking who would be running the proposed fair and then contacting the showmen who ran Witney Feast to let them know. The Officers explained that they would not be at all happy about this and there could be issues concerning rights accruing. The Works Contracts Supervisor added that he was concerned about compaction of the ground with more vehicles coming on and off the area, as highlighted to the Council last year.

The Facilities Manager referred members to the Music Festival Events Plan attached to her report and highlighted that there were quite a number of requests being made that were not in line with what would normally be expected or permitted. Examples included asking Councillors to take part in a parade and vehicles being driven through crowds.

*Cllr Bartington entered at 6.22pm*

The Chairman asked members to vote on whether fireworks should be permitted, subject to scrutiny by the SAG. There was one abstention and one vote against. The rest were in favour.

The Facilities Manager drew members' attention to the proposal for Skatefest as part of the carnival celebrations. She had some areas of concern including the amount of people they were intending to attract. The area was too small for the volume of people and all the events that were proposed. She was also concerned that the security company that was proposed did not have the experience for controlling that sort of event. She thought the BMX and Skate demos would be fine in the skate park but that other items – e.g. music – should be held outside of this, perhaps in a marquee.

The Chairman asked if there had been a site meeting and proposed that one should be held and information brought back to the next meeting. The Town Clerk advised this would be too late as the Carnival was being held on 9 July.

A member proposed that the Council expresses their disappointment with the plan as a whole and the fact that the timings had no detail to them. Comment should also be made that there did not seem to have been proper consideration of the amount of people coming.

The Chairman proposed that there should be an agreement in principle by the Council but only if Officers were satisfied. All members agreed.

*Cllr Holliday left the meeting at 6.30pm.*

**RECOMMENDED:**

1. that the report be noted;
2. that the items outside the current terms and conditions for the music festival be agreed subject to the approval of the Safety Advisory Group and the Facilities Manager;
3. that members let the Town hall know if they wish to accept the invitation to take part in the music festival;
4. that Skatefest is permitted to go ahead subject to the satisfaction of the Facilities Manager;
5. that Witney Music Festival be granted the cost of 4 days hire (£1,800) and Libfest be granted the cost of 3 days hire (£1,350).

*The three Members of the public left the meeting after the discussion of the above item.*

**C111 FINANCIAL REPORT**

The Committee received and considered the report of the RFO as circulated with the agenda.

**RECOMMENDED:** that the report be noted.

*Cllr A Beames entered at 6.35pm.*

C112 **COMMUNICATIONS**

**a) Minutes of the Communications Steering Group held on 13 January 2016**

The Committee received and considered the minutes of the Communications Steering Group held on 13 January 2016 as circulated with the agenda. The Chairman informed the Committee that to date 306 replies had been received to the Council’s survey. Some comments were for other stakeholders but these would be passed on. Newsletters were still being distributed.

A member asked that the word “timely” be added into the mission statement.

**RECOMMENDED:** that the minutes of the Communications Steering Group held on 13 January 2016 be noted.

**b) Report of the Communications and Events Officer**

The Committee received and considered the report of the Communications and Events Officer as circulated with the agenda. She informed members that the next newsletter was in production and she would welcome ideas from members for content. The next newsletter would not be delivered – delivery was a “one off”.

A member congratulated officers on their work. She wanted to know how many on line replied to the survey were in Witney. The Communications and Events Officer explained that on the system in use it was not possible to drill down that far.

Another member expressed his pleasure at the new app and the more positive press coverage.

**RECOMMENDED:** that the report be noted.

C113 **CHRISTMAS LIGHTS WORKING PARTY MINUTES – 25 JANUARY AND 2 FEBRUARY 2016**

The Committee received and considered the minutes of the Christmas Lights Working Party held on 25 January and 2 February 2016 as circulated with the agenda. Members asked that it be noted that at the meeting of 2 February Cllr Temple and not Cllr Brown was the substitute for Cllr Bartington. Also D E Enright should read D S Enright.

**RECOMMENDED:** that the minutes of the Christmas Lights Working Party held on 25 January and 2 February 2016 be noted.

C114 **STREET SCENE – BINS**

The Committee received and considered the report of the Works Contracts Supervisor as circulated with the agenda. With the upcoming Grounds Maintenance Contract tender he felt it was a good time to review the litter bin provision. Some needed replacing and he

wondered if the Council would prefer recycling bins rather than litter bins that went to landfill.

Members discussed this and some thought that there was no point as people would just put rubbish in whichever slot was closest. Others, however, were committed to promoting recycling in the town and thought it would be a good idea. The members wanted to know the implications of the on costs of who would collect it and how much this would cost. This information should be brought back to the next meeting.

The member who was leading the Oxlease park regeneration project was keen to have a recycling bin there and the current bin needed to be replaced urgently anyway. Another member proposed that the Council consider funding the cost of a normal litter bin and that a recycling bin could be installed if the Oxlease Group raised the outstanding balance.

**RECOMMENDED:**

1. that the report be noted;
2. that information relating to the additional costs for recycling bins, in particular emptying costs, be brought to the next meeting for consideration and that the Oxlease Park bin is replaced with a recycling bin if the Oxlease Group raise the outstanding balance over the cost of a normal bin.

**C115 CIVIC EVENTS**

The Committee received and considered the report of the Communications and Events Officer as circulated with the agenda.

With regard to the “Community Fitness Class Fiesta” a member said she would like to see exercise for the disabled included and the Communications and Events Officer agreed to follow this up.

The Chairman reported that the “Clean for the Queen” had gone very well.

It was explained to the Committee that the original date for the celebration of the Queen’s 90<sup>th</sup> Birthday clashed with the Music Festival and so the date had been moved to 31 May instead. Officers had suggested it be a play day and picnic at Burwell Hall with a Royal theme.

**RECCOMENDED:**

1. that the report be noted;
2. that the Community Fitness Class Fiesta is supported via free use of the Corn Exchange as part of the Council’s Community Engagement Project (and marketing strategy);
3. that the Council supports the Time To Talk event in 2017;

4. that the Committee alters its existing plans to celebrate the Queen's 90<sup>th</sup> Birthday by holding a play day at Burwell Hall on 31 May 2016;
5. that the Committee supports the Queen's 90 Birthday celebrations at St. Mary's Church in whatever capacity Officers think necessary e.g. lending tables.

**C116 FLORAL DISPLAY – QUEENS 90<sup>TH</sup> BIRTHDAY**

The Committee received and considered the report of the Works Contracts Supervisor as circulated with the agenda.

He reported that the contractors had agreed to do the Welch Way Bed and the Langdale Bed at no extra charge.

The Committee considered the two designs proposed for celebration of the Queens 90<sup>th</sup> Birthday and all agreed with the contractors' advice that the dark purple design would be better.

**RECOMMENDED:** that the report be noted and the purple design is planted for the carpet bed display.

**C117 PUBLIC ART COMMISSION**

Members received and considered correspondence received from the WODC Public Art Co Coordinator informing the Council that there was £8,000 from Poundstretcher development to spend on public art which needed to be installed in close proximity to the building. She had suggested art on the theme of play to compliment The Leys, or bespoke signage for the area. She had had an initial meeting with the manager of The Coffeeshed.

The Chairman suggested that the correspondence was noted and any ideas sent to the Town Clerk. The Town Clerk suggested that it should be pointed out that perhaps the Town Council should have been approached initially rather than The Coffeeshed who were only tenants. The locations would need to be approved.

**RECOMMENDED:** that the correspondence be noted and members send any ideas to the Town Clerk.

**C118 SUPPORT FOR MAKING WITNEY A DEMENTIA FRIENDLY COMMUNITY**

Cllr Bartington gave a verbal report to the Committee and discussions she had been having with the local Manager of Richmond Villages. She wanted to raise awareness of dementia and also to improve the lives of people who lived in and used the town. 15 – 22 May was Mental Health Awareness week and Dementia Awareness Week was encapsulated within this.

Richmond Villages had approached her about this. They wanted to "turn Witney Blue" (i.e. get the shopfronts to have blue displays in much the same way as they had pink displays for breast cancer awareness) and also to hold Dementia Friends Training, which they would pay for. They had asked if the Town Council could facilitate and promote this.

It was suggested by the RFO that the Town Hall Chamber could be offered for the training.

Members were concerned that people might not know what the blue colour was representing, but it was the colour that the charity used on a national basis and was therefore not subject to change.

**RECOMMENDED:**

1. that Cllr Bartington's verbal report be noted;
2. that the Town Hall Chamber be offered to Richmond Villages to hold the Dementia Friends Training.

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The meeting closed at 7.20pm.

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Chairman