



A005 **GROUNDS MAINTENANCE REPORT**

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

Several Councillors raised their concern with regard to the suggestion of taking away the commemorative bed situated in Langdale Gate. The Facilities Manager explained that the recent display hadn't done so well. Members discussed the carpet bedding and various commemorative designs along the lines of Agincourt, Magnacarta, Battle of Britain, Churchill or the 100 anniversary of the founding of the WI. It was agreed that the Langdale Gate bed would carry a flower design in bulbs rather than the previously used carpet bedding. It was suggested that the carpet bed on Welch Way was to be enlarged.

A Councillor who had recently visited Wareham said they were using old fashioned painted white bikes and considered this was an idea that we could use instead of the welcome to Witney tubs. The Chairman commented that she was keen to see if a local builder would be interested in donating Cotswold stone to construct more substantial planters on the entrances to Witney.

**RECOMMENDED:**

1. that the report be noted;
2. that the commemorative bed in Langdale Gate remains in situ but planted in bulbs.

A006 **AMENITY LAND AT VANNER ROAD**

The Chairman gave a verbal update of the site visit that had occurred on 19 November 2014, when several Members attended the amenity area. Following further research it was not considered to be a play area but amenity land. It was bordered by resident's walls on two sides with a concreted area at the top with three concrete "mushroom" storm drain units which are the responsibility of OCC.

Also circulated with the agenda was further correspondence from the neighbouring property.

**RECOMMENDED:**

1. that the verbal update from the Chairman be noted;
2. that a licence be granted to the current occupiers of 3 Vanner Road for the gated access onto Town Council owned land on the following terms:
  - a) that the access does not result in an extension to the residents garden – for BBQ's etc;
  - b) that the licence is personal to the current owner/occupiers and if the property changes ownership the wall will need to be reinstated at the cost of the current owners
  - c) that all legal fees for the drawing up of the licence be met by the resident.

A Member of the public left the meeting after this item.

A007 **REVISED BUDGET 2014/15 AND ESTIMATES FOR 2015/16**

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

A Councillor queried the re-charges and the Town Clerk explained that until the Central Support and Works Department budgets had been agreed the RFO was unable to include these in the figures.

The Town Clerk highlighted an email received from the Area Dean of Witney regarding St Mary's closed church yard. A small budget had been included in the 2015/16 estimates for memorial maintenance in the two Cemeteries and the two closed churchyards.

The Facilities Manager updated the Committee on the situation with regard to the ongoing maintenance and was waiting for a faculty to repair part of the wall and also clarification on the ownership of some of the areas.

The Town Clerk reminded Members that when the Church Warden had attended a meeting some time ago he had mentioned that some of the historic Memorials belonged to some of the longstanding family names associated with Witney and he had implied that those families should be approached to assist with financing the repairs.

**RECOMMENDED:**

1. that the report be noted;
2. that the Town Clerk writes to the Area Dean of Witney suggesting that the Church seeks funding for the memorial maintenance of certain graves directly from the families.

Councillor D Enright left the meeting during this item, at 6:35pm.

A008 **EVENTS**

The Committee received and considered the proposal from De:Luxe Sports & Events as circulated with the agenda. A Member informed the Committee that he was aware the tickets were to be free and not charged due to the event organiser having secured a sponsor. The Facilities Manager highlighted issues around the suggestion of a Fun Fair and the requirement to consult with the Showman's Guild.

**RECOMMENDED:** that a five year agreement be not agreed at the current time, but revisited after this year's event.

A009 **ALLOTMENTS**

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

The Chairman gave a verbal report on the site visit of the Newlands allotment site. At the time of the visit the Members had found both gates to be open and unlocked and it was suggested that the gates were kept shut to keep the public and dogs out. The Town Clerk

reminded the Committee of the recommendation reached at the last meeting and the various measures the Allotment Association should consider. A Member was concerned at the amount of junk on site - there was an old rusty trailer and bikes behind some of the plots, making the area unsightly, and he stressed that the allotments should not to be used as a tipping ground.

Members considered the letter from the Allotment Association and the earlier presentation from Mr Fenton regarding the current state of the boundary fence at Lakeside Allotments. The Works Contracts Supervisor had provided a map with the details on the current state of the Fence. Some areas of the fence were inaccessible due to the fact that they were overgrown with brambles.

**RECOMMENDED:**

1. that the reports be noted;
2. that the Allotment Association provide a metre clear strip to all allotment plots at Lakeside in order to repair/replace the full perimeter fence.

A010 **EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:** that in accordance with section 1(2) of the Public Bodies (admission to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted

The Member of the public left at 6:50pm

A011 **ALLOTMENTS**

The Committee received and considered confidential reports relating to alleged damage to a property caused by Hailey Road Allotments. Members were concerned why this had not been picked up by a Surveyor when the current owner purchased the property. Members discussed the options set out in the Treloar report, however the Town Clerk suggested that maybe the matter should be referred to the Council's insurers and dealt with as an insurance claim.

**RECOMMENDED:** that the matter be referred to the Council's Insurers

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The meeting closed at 7:05pm.

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