

COMMUNITY SERVICES COMMITTEE

**Held on Monday 17 July 2017
at 6pm in the Council Chamber, Town Hall**

Present

Councillor: Cllr C Holliday (Chairman)

Councillors:	C Brown	D S T Enright
	B J Churchill	C K Woodward
	H W Chirgwin	

Non Committee Members:	P J Dorward
	H B Eaglestone (sub J Doughty)

Officers:	Town Clerk	Operations and Estates Officer
	Communications Officer	Democratic Services Officer

C344 **APOLOGIES FOR ABSENCE**

Apologies for their absence were received from Cllrs Doughty and Morris.

C345 **DECLARATIONS OF INTEREST**

Cllr Holliday declared an interest in agenda item 12 – Witney Vision.

C346 **MINUTES**

a) **RESOLVED:** that the Minutes of the meeting held on 5 June 2017 be agreed as a correct record and signed by the Chairman with the following amendment - page 4 minute C267 – “Mayor” to be replaced with “Chairman”.

b) **MATTERS ARISING:**

There were no matters arising to be discussed at the meeting.

C347 **PUBLIC PARTICIPATION**

There were no members of the public present for this item.

C348 **OPERATIONAL REPORT – PROGRESS ON IMPROVEMENTS AND REPAIRS SINCE LAST MEETING**

The Committee received and considered the report of the Operations and Estates Officer as circulated with the agenda.

A member commented that the Works Team had done an “awesome job” on cleaning up the bus shelters. The Operations and Estates Officer advised that they were awaiting Perspex panels for the ones in the town centre and would then move onto the remaining shelters.

There had been some additional expenditure incurred as a direct result of the Witney Music Festival, as per the Town Clerk's letter which had been previously circulated to councillors. Members of the Working Party commented that they had a good meeting the previous week with members of the Music Festival, who had asked to put the event on 21 July next year but it had previously been agreed by Council that the ground needed rest so events could not run on consecutive weeks. Consequently the organisers had requested August bank holiday weekend. The Operations and Estates Officer explained that this too close to when Witney Feast moved onto site. A member said that he would go back to the organiser and work with them towards a new date. A short discussion followed on moving forward with the Music Festival. The Town Clerk advised that in the next cycle of meetings the Committee would review the terms and conditions of hire.

The Operations and Estates Officer highlighted other works including the STRI report that had just been received, the Tower Hill Football Tournament, King George V Field Play Day, and the Autumn/Winter planting. A member commented that he would like to see a commemorative RAF bed planted at Langdale next year. The Chairman of the In Bloom Working Party explained that there had already been ideas from the Committee members but he would raise these under the In Bloom Working Party Minutes later in the agenda.

The Committee was advised that the new litter/recycling bins were ready for installation.

RECOMMENDED: that the report be noted.

C349 **SCHOOLS IN BLOOM COMPETITION RESULTS**

The results of the Schools In Bloom Competition were as follows:-

General Public Award: 1st Queen Emma's Dyke School, 2nd West Witney Community primary School, 3rd Tower Hill School;

Chrissie Curry Wow Factor Award: The Batt School;

Rotary Club Award: Witney County Primary School.

The Chairman of the In Bloom Working Party commented that the planted wheelbarrows had received a very good response from the public and many had not previously realised that there was a school competition. The children had enjoyed seeing their work on a float.

RECOMMENDED: that the verbal update be noted.

C350 **TREES – THORNEY LEYS**

The Committee received and considered the report of the Operations and Estates Officer concerning 4 large trees amongst properties. One had already damaged a boundary wall. Planted by developers they were inappropriate for the area they were in and the tree surgeon had advised that the trees were only half grown. The report gave various options.

A member asked if the residents' views had been sought. The Operations and Estates Officer replied that they had asked for the trees to be removed. Planting replacement trees of a

more suitable species was also a possibility. If the Committee decided to remove the three large trees and prune the lime tree, then he would arrange for letters to be sent to the surrounding residents in advance.

RECOMMENDED: that the three large trees were section felled, the fourth tree be pruned, and replacement trees of a more suitable species be planted in the late autumn/early winter.

C351 **BUS SHELTER ART PROJECT**

The Committee received and considered a verbal update on the project from Cllr Enright and the Town Clerk. They had visited the college and received a presentation from the students on their work, following an initial visit from the Town Clerk to deliver a design brief as part of their work experience.

The Council was still hoping to secure sponsorship for the project.

Cllr Enright asked the Town Clerk if she thought the second part of the project would be done in September. She assumed that this would be the case as the college had now broken up for the summer.

RECOMMENDED: that the verbal update be noted.

C352 **PRESS COVERAGE UPDATE**

The Committee received and considered a report of the press coverage since the last meeting.

RECOMMENDED: that the update be noted.

C353 **SOCIAL MEDIA**

The Committee received a verbal report from the Communications Officer where she explained that there had been some problems with the Council's Facebook page but these had now been resolved.

RECOMMENDED: that the verbal update be noted.

C354 **HERITAGE OPEN DAYS**

The Committee received a verbal report from the Communications Officer, she explained that she had been to a training day in February and it had been acknowledged that not all sites were accessible to everyone. For the Heritage Open Day this year it had been suggested that Tower Hill Cemetery be the focus. This could include a You Tube Video for those unable to come in person and a "songs of praise" type service. The Friends of the Cemetery would be consulted. So far comments had been positive.

A member commented that he would like to see a "Blue Plaque" heritage Trail developed in the town and perhaps this was something that the Town Council could do. Another member seconded this idea.

The Communications Officer said that the Heritage Open Day would run on the Thursday 7 – Friday 8 September. A member thought it would be better to have it on the Friday and Saturday and others agreed. He offered to be at Tower Hill Cemetery to facilitate the event on the Saturday so that officers were not required.

RECOMMENDED:

1. that the verbal update be noted;
2. that the event at Tower Hill Cemetery would run on Friday 8 September and Saturday 9 September, with the Saturday being run by councillors.

C355 WITNEY VISION

The Committee received and considered an update on Witney Vision. The Town Clerk noted that the group was hoping for a £500 grant from the Town Council. This would not be appropriate for the normal grant funding process so she would need to consider how this might be granted. She would also need to check if the group was covered under the Town Council's data protection scheme and insurance.

The next meeting would be held in September

RECOMMENDED: that the update be noted.

C356 COMMUNITY RESILIENCE GROUP

The Chairman who attended the group reported that the CRG was going well. Crime Awareness Packs had been issued and some were held in the Town Hall for collection. Anti-social behaviour had reduced on Madley Park due to increased PCSO patrols.

The next meeting would be 26 July at the Police Station.

RECOMMENDED: that the update be noted.

C357 FLY A FLAG FOR MERCHANT NAVY DAY

Members received and considered correspondence from Seafarers UK as circulated with the agenda. It invited the Town Council to consider flying the Red Ensign for Merchant Navy Day on 3 September. It was suggested that as this was a weekend it could be flown from 1 September. The Mayor was happy to attend a small ceremony to raise it. Members all agreed to this. Cllr Churchill offered to order one and Cllr Woodward offered to contribute half of the cost.

RECOMMENDED: that Cllr Churchill purchases the Red Ensign with Cllr Woodward contributing half of the cost and that it be flown from 1 September with a small flag raising ceremony taking place.

C358 **MINUTES OF WORKING PARTIES**

In Bloom Working Party – 26 June 2017

The Committee received and considered the minutes of the Working Party held on 26 June 2017 as circulated with the agenda. The Chairman of the Working Party explained that the members were keen to honour the town's heritage such as the mills and perhaps the stained glass lamb from the Corn Exchange on the Langdale Bed.

There was an ongoing dialogue with Edible Gardens on their relocation from Welch Way. A member suggested contacting the Early Intervention Hub as they had had an allotment at one point.

RECOMMENDED: that the minutes be noted and the recommendations contained therein approved.

Christmas Lights Working Party – 10 July 2017

The Committee received and considered the minutes of the meeting held on 10 July 2017 circulated prior to the meeting.

RECOMMENDED: that the minutes be noted and the recommendations contained therein approved.

The meeting closed at 7.04pm.

Chairman.