

# Witney Town Council

Mrs Sharon Groth MILCM  
Town Clerk

Cllr Chris Woodward  
Mayor of Witney



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Our Ref: A4/4

2 October 2017

To : To All Members of Witney Town Council

You are hereby summonsed to a Meeting of the **TOWN COUNCIL** to be held in the Council Chamber, Town Hall, Witney on **MONDAY 9 OCTOBER 2017 at 7pm** for the transaction of the business stated below.

## RECORDING OF MEETINGS

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography. As a matter of courtesy, if you intend to record any part of the proceedings please let the Town Clerk or Democratic Services Officer know before the start of the meeting.

## AGENDA

*All Council Meetings are open to the public and press, unless otherwise stated.*

1. **APOLOGIES FOR ABSENCE** – To consider apologies and reasons for absence.

Committee Members who are unable to attend the meeting should notify the Democratic Services Officer ([nicky.cayley@witney-tc.gov.uk](mailto:nicky.cayley@witney-tc.gov.uk)) prior to the meeting, stating the reason for absence.

*Standing Order 30(a)(v) permits the appointment of substitute Councillors to a Committee whose role is to replace ordinary Councillors at a meeting of a Committee if ordinary Councillors of the Committee have confirmed to the Proper Officer **before** the meeting that they are unable to attend.*

2. **DECLARATIONS OF INTEREST** – Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct.

3. **MINUTES**

To approve and adopt the minutes of the Council Meeting held on 7 August 2017 (copy enclosed), in accordance with Standing Order 18 including questions on the minutes as to the progress of any item.

4. **PUBLIC PARTICIPATION** – *the meeting will adjourn for this item*

*Members of the public may speak for a maximum of **five minutes** each during the period of public participation, in line with Standing Order 42. Matters raised shall relate to the following items on the agenda.*

5. **WITNEY COMMUNITY POLICING ISSUES**

To receive an update from the Witney Neighbourhood Police Team.

6. **AN UPDATE FROM WITNEY OXFORDSHIRE COUNTY COUNCILLORS AND WEST OXFORDSHIRE DISTRICT COUNCILLORS**

To receive an update from Witney Oxfordshire County Councillors and West Oxfordshire District Councillors.

7. **MINUTES OF COMMITTEES AND SUB-COMMITTEES/WORKING PARTIES**

To receive and consider the minutes of the meetings held between 7 August and 9 October 2017, and agree the RECOMMENDATIONS contained therein:

a)	PLANNING & DEVELOPMENT COMMITTEE	22 AUGUST, 12 SEPTEMBER 2017 (ENCLOSED) 3 OCTOBER 2017 (TO FOLLOW)
b)	ESTATES MANAGEMENT COMMITTEE	4 SEPTEMBER 2017 (ENCLOSED)
c)	SPORT AND RECREATION COMMITTEE	11 SEPTEMBER 2017 (ENCLOSED)
d)	COMMUNITY SERVICES COMMITTEE	18 SEPTEMBER 2017 (ENCLOSED)
e)	POLICY AND RESOURCES COMMITTEE	25 SEPTEMBER 2017(ENCLOSED)
f)	UNITARY COUNCIL WORKING PARTY	11 SEPTEMBER 2017 (ENCLOSED)
g)	WORLD WAR 1 WORKING PARTY	19 SEPTEMBER & 27 SEPTEMBER 2017 (ENCLOSED)
h)	CHRISTMAS LIGHTS WORKING PARTY	2 OCTOBER 2017 (TO FOLLOW)

8. **CIVIC ANNOUNCEMENTS**

To receive the Mayors report.

9. **REFERRED FROM ESTATES COMMITTEE 4 SEPTEMBER 2017 - PUBLIC HALLS USAGE UPDATE**

To receive and consider the report of the Responsible Financial Officer (enclosed).

10. **CONCLUSION OF AUDIT FOR 31 MARCH 2017 REPORT**

To receive and consider the report of the External Auditor (enclosed)

11. **REQUEST FROM WITNEY MUSIC FESTIVAL FOR 2018 DATE**

To receive and consider a request to hold the Witney Music Festival on the Leys Recreation Ground in 2018 (e-mail correspondence enclosed).

12. **COMMUNICATION FROM THE LEADER**

To receive such communications as the Leader of the Council may wish to bring before the Council and to consider the recommendation of the Leader on how such communications should be dealt with.

13. **CORRESPONDENCE**

To receive correspondence for information (if applicable)

14. **QUESTIONS TO THE LEADER OF THE COUNCIL**

Questions to the Leader of the Council concerning the business of the Council in accordance with Standing Order 15.

15. SEALING OF DOCUMENTS

A handwritten signature in blue ink, appearing to be 'S. J. - K'.

Town Clerk