

**SPECIAL POLICY, GOVERNANCE AND FINANCE COMMITTEE MEETING OF  
WITNEY TOWN COUNCIL**

**Held on Wednesday 26 June 2019**

**At 6pm in the Gallery Room, Corn Exchange**

**Present:**

Councillor: R Bolger (Chair)

Councillors:	D Enright	L Ashbourne
	V Gwatkin	O Collins
	L Duncan	R Smith

Officers:	Mrs Sharon Groth	Town Clerk
	Mr Adam Clapton	Office Manager

**F273 APOLOGIES FOR ABSENCE**

An apology for absence was received from Cllr A D Harvey.

**F274 DECLARATIONS OF INTEREST**

There were no interests declared at the meeting.

**F275 PUBLIC PARTICIPATION**

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

**F276 SCHEME OF DELEGATION**

The Committee received and considered the report of the Town Clerk who explained the current Council decision-making process and how this scheme would devolve power to committees and allow recommendations to be processed quicker.

**RECOMMENDED:** that the scheme of delegation be adopted by Witney Town Council.

**F277 ANNUAL INVESTMENT STRATEGY**

The Committee received and considered the report of the Town Clerk as circulated with the agenda. The Council's strategy had been in place for a number of years and had been widely acceptable. Members noted that the FSA has changed to the Financial Conduct Authority.

**RECOMMENDED:** that, with the above changes, the Annual Investment Strategy as circulated be adopted by Witney Town Council.

**F278 EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:** that in accordance with section 1(2) of the Public Bodies (Admissions 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.

F279 **WITNEY FEAST**

With the express permission of the Chair, members continued discussion on minute number F265 of the previous meeting of this committee on 19<sup>th</sup> June which concerned the annual charge for Bob Wilson Funfairs. It was agreed that the Chair as Leader of the Town Council, Cllr Ashbourne and the Town Clerk offer a reduction to the charge on that which was previously proposed. If this was not agreed, then further discussions should be delegated.

**RECOMMENDED:**

1. that the annual rent agreement for Witney Feast Fair Operators, Bob Wilson Funfairs Ltd be set at £8,700 per annum for a period of 3 years , and with the offer of one free fair ride for all children, and if not agreed;
2. that further discussion and decisions on this matter be delegated to Cllr R Bolger, Cllr L Ashbourne and the Town Clerk in the best interest of the Council.

F280 **PROPERTY MATTERS**

The committee received and considered the report of the Town Clerk concerning 51 Market Square, Witney, which had been previously circulated.

A site visit had taken place with several councillors and a brief overview was offered by the Chair. Members were supportive of the recommendations and possible use but were keen to understand the costings and savings that could be achieved if they were to be realised.

**RECOMMENDED:** that retention of the property by the Town Council be agreed in principle, subject to information on costs and permissions from the landlord and planning authority being presented by officers at the next meeting of this committee.

F281 **NATIONAL FIGURE PROTOCOL**

The committee received the report of the Office Manager as circulated prior to the meeting.

**RECOMMENDED:** that the updated protocol as circulated be adopted by Witney Town Council.

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The meeting closed at 6.32pm

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Chair