

Tuesday, 11 July 2023

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COUNCIL

You are summoned to a meeting of the Council, which will be held in the Council Chamber, Woodgreen, Witney, Oxfordshire OX28 1NB on **Wednesday 19 July 2023 at 2.00pm.**



Giles Hughes
Chief Executive

To: Members of the Council.

Councillors: Andrew Coles (Chair), Elizabeth Poskitt (Vice-Chair), Joy Aitman, Alaa Al-Yousuf, Lidia Arciszewska, Thomas Ashby, Hugo Ashton, Andrew Beaney, Michael Brooker, David Cooper, Julian Cooper, Rachel Crouch, Colin Dingwall, Jane Doughty, Duncan Enright, Phil Godfrey, Andy Goodwin, Andy Graham, Jeff Haine, David Jackson, Edward James, Mark Johnson, Natalie King, Liz Leffman, Nick Leverton, Dan Levy, Andrew Lyon, Charlie Maynard, Martin McBride, Michele Mead, David Melvin, Lysette Nicholls, Mathew Parkinson, Rosie Pearson, Rizvana Poole, Andrew Prosser, Carl Rylett, Geoff Saul, Sandra Simpson, Alaric Smith, Ruth Smith, Harry St John, Tim Sumner, Dean Temple, Liam Walker, Mark Walker, Adrian Walsh, Alex Wilson and Alistair Wray.

Recording of Proceedings – The law allows the public proceedings of Council, Executive, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By participating in this meeting, you are consenting to be filmed.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Democratic Services officers know prior to the start of the meeting.

AGENDA

1. **Apologies for Absence**
To receive any Apologies for Absence from Members of the Council.
2. **Declarations of Interest**
To receive any Declarations of Interest from Members of the Council on any items to be considered at the meeting.
3. **Minutes of Previous Meeting (Pages 7 - 12)**
To approve the minutes of the previous meeting, held on Wednesday 24 May 2023.
4. **Receipt of Announcements**
To receive any announcements from the Chair, Leader of the Council, Members of the Executive or the Chief Executive Officer.
5. **Participation of the Public**
Any member of the public, who is a registered elector in the District, is eligible to ask one question at this meeting, of the Chair of the Council, any Member of the Executive or the Chair of any Committee, on any matter in relation to which the Council has powers or duties or which affects the District.

Notice, together with a written copy of the question, must be provided by email to:

democratic.services@westoxon.gov.uk

or by post:

Democratic Services, West Oxfordshire District Council, Woodgreen, Witney OX28 1NB.

no later than 12.00pm on the seventh working day before the date of the meeting.

A response may be provided at the meeting, or provided within three clear working days of the meeting.

A total of 15 minutes is allowed for questions from members of the public.

6. **Questions by Members**
The following questions have been submitted by Members of Council to Members of the Executive, in accordance with the Council Procedure Rules (Constitution Part 5, rule 10).

Oral responses will be provided at the meeting.

Following receipt of the answer to their question, Members are entitled to ask one supplementary question at the meeting.

The Questions and Answers will be detailed in the minutes of the meeting.

Q1. Councillor Thomas Ashby to Councillor Joy Aitman, Executive Member for Stronger, Healthy Communities:

For some time, it has been the belief that both the play area and recreation ground on Raleigh Crescent would be transferred to Witney Town Council. It is disappointing that only the play area has been transferred. There is a significant amount of Section 106 Money from the Windrush Place development which is designated for an "Offsite MUGA" and the current location of the basketball court and green shelters would be ideal.

Enabling Witney Town Council to undertake a design and build procurement would mean that our young people in West Witney would have a new fantastic outdoor space built reasonably quickly. Now that West Oxfordshire District Council have not transferred the land, what are the plans to procure a MUGA for Raleigh Crescent?

Q2. Councillor Julian Cooper to Councillor Duncan Enright, Deputy Leader of the Council and Executive Member for Economic Development:

Can the Executive portfolio holder for Tourism (Visitor Economy) please update the Council as to what progress is being made to commemorate the 150th Anniversary of Sir Winston Churchill's birth in November 2024?

Q3. Councillor Jane Doughty to Councillor Alaric Smith, Executive Member for Leisure and Major Projects:

The Town Centre office has been closed since May with no indication displayed on the window as to when the office is reopening. Please can you tell me the reopening date?, and in the meantime, what provision is being made for residents who do not have access to the internet and need to speak to an officer in customer service face to face?

Q4. Councillor Martin McBride to Councillor Joy Aitman, Executive Member for Stronger, Healthy Communities:

The District Council owned Kilkenny Country Park is still closed to the public. Many people used to travel to this park and it had a fantastic reputation as a great destination to visit. This has very quickly changed and is disappointing that after several site visits by officers and members, the park is still out of use. Can you give a date for when the repairs will be carried out?

Q5. Councillor Michele Mead to Councillor Lidia Arciszewska, Executive Member for Environment:

Carterton has suffered with many streets not having their bins collected. This has gone on for four consecutive weeks. Why has this problem gone on for so many weeks, and what action are you taking to improve the service?

Q6. Councillor Hugo Ashton to Councillor Andy Graham, Leader of the Council:

With regards to the requirement for Voter ID at last May's elections, please could the Leader of the Council provide any data obtained on the following:

- The number and age profile of voters who were turned away from polling booths because they had not brought the appropriate ID with them?;

- The proportion of those turned away who subsequently returned to vote with their ID?;
- The number of polling stations where WODC employed somebody to address residents before they reached the polling area asking whether they had the necessary ID?;
- How many people were turned away by these greeters before being formally registered as being without the required ID?

7. **Recommendations from the Executive (Pages 13 - 144)**

Purpose:

To agree recommendations made to Council by the Executive from its meetings since 24 May 2023.

Recommendations:

The Executive Recommends that Council Resolves to:

1. Adopt the final version of the West Oxfordshire District Council Developer Contributions Supplementary Planning Document (SPD) (Annex B);
2. Amend the delegation arrangements to give authority to the Chief Finance Officer in consultation with the Executive Member for Finance and the Executive Member for Economic Development to approve future lettings at Marriott's Walk;

And, subject to the resolutions of the Executive on 12 July 2023, Council is recommended to resolve to:

3. Approve the carry forward of the Capital Budget of £2,372,557;
4. Approve the transfers to and between Earmarked Reserves as detailed in the [Financial Performance Report 2022/23 Year End (Q4)] report;
5. Adopt the final version of the Combe Village Design Statement as a Supplementary Planning Document (SPD), subject to any amendments the Executive may wish to make. (Annex C);
6. Recommend to Council to agree to proceed with investment in roof mounted solar PV based on the business cases in this report detailed in the updated Executive report (Annex D);
7. Recommend to Council to agree that funding for contingency costs of £27,634 is approved with delegation to the Chief Finance Officer for expenditure of contingency subject to the business case still being viable or expenditure being unavoidable due to structural condition of the building;
8. Agree to add £125,000 to the Capital Programme for [Funding for Landlord's Works and Approval of New Lease's at Investment Property in Cumnor] to be financed from the Property Improvement and Incentive Reserve.

8. **Appointment of Director of Finance (Section 151 Officer) (Pages 145 - 154)**

Purpose:

To consider the appointment of a Director of Finance (Section 151 Officer) for West Oxfordshire District Council, following interviews by the Performance and Appointments Committee, and to outline interim arrangements.

Recommendations:

That Council Resolves to:

1. Confirm the appointment of the Director of Finance set out in the draft minutes of the Performance and Appointments Committee meeting 17 July 2023 (Annex B, To Follow);

2. Delegate authority to the Chief Executive, in consultation with the Chair of the Performance and Appointments Committee, to agree final contractual details once references, medical clearance and eligibility checks (BPSS check) are concluded in accordance with the Council's policies;
3. Agree the appointment commences on a date to be mutually agreed between the successful candidate and the Chief Executive;
4. Confirm the appointment of an Interim Director of Finance, James Howse, who will undertake the role of Section 151 Officer, until the appointed, permanent Director of Finance is able to take up post.

9. **Establishment of Local Plan Cross Party Member Working Group (Pages 155 - 160)**

Purpose:

To consider the establishment of a cross-party Member Working Group to help inform the preparation of the new Local Plan 2041.

Recommendation:

That Council Resolves to:

1. Agree to the establishment of a new Local Plan Cross Party Member Working Group in accordance with the draft terms of reference attached at Annex A.

10. **Climate Bi-Annual Report (Pages 161 - 170)**

Purpose:

To update Council on the climate action taken by West Oxfordshire District Council, in response to the climate and ecological emergency, over the last 12 months (July 2022 to June 2023).

Recommendation:

That Council Resolves to:

1. Note the contents of the bi-annual report on climate action for West Oxfordshire.

11. **Motions on Notice**

No Motions were submitted by the deadline of 12.00pm on Monday, 10 July 2023.

(END)