

Tuesday, 8 July 2025

Tel: 01993 861000

e-mail: democratic.services@westoxon.gov.uk

COUNCIL

You are summoned to a meeting of the Council which will be held in Council Chamber, Council Offices, Woodgreen, Witney, Oxfordshire OX28 1NB on **Wednesday, 16 July 2025 at 2.00 pm.**



Giles Hughes
Chief Executive

To: Members of the Council

Councillors: Andrew Coles (Chair), Carl Rylett (Vice-Chair), Elizabeth Poskitt, Joy Aitman, Lidia Arciszewska, Thomas Ashby, Hugo Ashton, Mike Baggaley, Andrew Beaney, Michael Brooker, Adam Clements, David Cooper, Julian Cooper, Sandra Cosier, Steve Cosier, Rachel Crouch, Jane Doughty, Genny Early, Duncan Enright, Roger Faulkner, Phil Godfrey, Andy Goodwin, Andy Graham, David Jackson, Edward James, Natalie King, Liz Leffman, Nick Leverton, Dan Levy, Andrew Lyon, Paul Marsh, Martin McBride, Stuart McCarroll, Michele Mead, David Melvin, Rosie Pearson, Andrew Prosser, Nigel Ridpath, Geoff Saul, Sandra Simpson, Alaric Smith, Ruth Smith, Tim Sumner, Sarah Veasey, 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.
2. **Minutes of Previous Meeting (Pages 7 - 16)**
To approve the minutes of the meeting held on 21 May 2025.
3. **Declarations of Interest**
To receive any declarations from Members of Council on any items to be considered at the meeting.
4. **Receipt of Announcements**
To receive any announcements from The Chair, Leader, Members of the Executive, Head of Paid Service, Director of Finance or Director of Governance.
5. **Participation of the Public**
To receive any submissions from members of the public, in accordance with the Council's [Public Participation Rules](#).

The deadline for submission is 2.00pm, two clear working days before the meeting.

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 5A, Rule 12).

Written responses will be circulated to Members and published on the Council's website at least one working day prior to the meeting. A Member submitting a question is entitled to ask one supplementary question at the meeting which must arise directly from the question or the response to it.

The supplementary questions and answers will be detailed in the minutes of the meeting.

Question 1: From Councillor Jane Doughty to Councillor Councillor Tim Sumner, Executive Member for Leisure and Carterton Area Strategy

The Multi-Use Games Area (MUGA) that is planned for the Raleigh Crescent Recreation Area on Deer Park will rejuvenate the local area for young people. It will provide a new, vibrant, and welcoming space for young people, allowing them to enjoy themselves in the local area. Will the Executive Member confirm their support for this new MUGA and state the progress made so far.

Question 2: From Councillor Thomas Ashby to Councillor Alaric Smith, Executive Member for Finance

There are reports of poor maintenance and even pests (moths)/nuisance insects in the Hexagon Business Centre on the New Yatt Road. Can the Executive Member confirm how much the Council is paying on maintenance, cleaning and pest control?

Question 3: From Councillor Thomas Ashby to Councillor Lidia Arciszewska, Executive Member for Environment

There are issues with trees all over Witney, with the Tree Management currently is not fit for purpose. When will the Executive Member invite other members to support in the review of the Tree Management Policy

Question 4: From Councillor Thomas Ashby to Councillor Tim Sumner, Executive Member for Leisure and Carterton Area Strategy

Please can the Executive Member outline all progress that has been made so far on 3G Pitch Project for West Witney Sports and Social Club, and the Adventure Play Area Project for Windrush Place.

Question 5: From Councillor Thomas Ashby to Councillor Hugo Ashton, Executive for Planning

With 450 homes planned for the Land North of the Burford Road, West of Dry Lane and potentially up-to 900 homes planned on the East of Dry Lane (running up to Kingfisher Meadow), Witney is about to grow significantly. Please can the Executive Member confirm what the Council is doing to ensure that all developers on these schemes work together to bring the best benefits to both Witney and Curbridge?

Dry Lane will need significant upgrades, Witney is in desperate need of a new leisure centre, sports pitches, Doctors Surgeries and more, and Curbridge Parish Council have submitted a list of requirements the village needs – therefore, what is the Council doing to ensure that Witney and Curbridge get a fair deal?

Question 6: From Councillor Michele Mead to Councillor Andy Graham, Leader of the Council

How much has WODC spent so far on LGR including "Two councils" print and digital media?

Question 7: From Councillor Michele Mead to Councillor Andy Graham, Leader of the Council

Will members get a free vote and opportunity to debate the merits of each of the three proposed new local government options in Oxfordshire?

Question 8: From Councillor Michele Mead to Councillor Andy Graham, Leader of the Council

Is the Council Chamber available for hire yet?

Recommendations from the Executive

7. Appointments to Outside Bodies (Pages 17 - 24)

Purpose

To provide a list of appointments to Outside Bodies for the civic year 2025/26.

Recommendation

That Council resolves to:

1. Note the appointments to outside bodies as set out in Annex A;

8. 2024/25 Quarterly Finance Review Q4 (Pages 25 - 48)

Purpose

To report the financial performance of the Council in 2024/25

Recommendations

Subject to the resolutions of the Executive on 9 July, Council is recommended to resolve to:

1. Agree to carry forward the capital budget of £4,951,242.
2. Approve the transfers to and between Earmarked Reserves as detailed in the report.

9. Public Sector Decarbonisation Scheme Phase 3c Windrush Leisure Centre (Pages 49 - 56)

Purpose

To present the business case for the decarbonisation of Windrush Leisure Centre.

Recommendation

Subject to the resolutions of the Executive on 9 July, Council is recommended to resolve to:

1. Allocate an additional council contribution of £340,683 towards the project in addition to the £224,866 already included within the capital programme.

10. Carterton Units 1-3 and Station Lane Roofing Project (Pages 57 - 60)

Purpose

To request allocation of funding for the re-roofing of investment and service properties that form part of the Capital Expenditure Budget for 2025/26 and the rationale for undertaking these works.

To seek approval of these costs so that officers can proceed with the works with external contractors.

Recommendation

Subject to the resolutions of the Executive on 9 July, Council is recommended to resolve to:

1. Allocates the total cost detailed in Annex A to the project from the Investment Properties Programme.
2. Delegate authority to Director of Finance (SI51) in consultation with Executive Member for Finance to approve the final cost of the projects

Reports from Officers

11. Review of Members' Allowances Scheme (Pages 61 - 72)

Purpose

To consider recommendations made to Council by the Independent Remuneration Panel.

Recommendation

That the Council considers the recommendations from the Independent Remuneration Panel, which are to;

1. Agree to introduce a Special Responsibility Allowance (SRA) set at 0.25x of the Basic Allowance f(BA) for the position of Vice-Chair of Council, backdated to 21 May 2025.
2. Retain the existing Co-optees' Allowance (£75 for up to four hours and £150 for more than four hours but less than 24 hours for eligible meetings and other duties as in 5.1 of the Members Allowance Scheme 2023-2027) for Independent Members of the Audit and Governance Committee.
3. Agree that the Co-Optees' Allowance for Independent Persons who are consulted on standards matters, will be set at a flat rate of £1000 a year, backdated to 1 April 2025.
4. Note that the next meeting of the Independent Remuneration Panel will be in 2026, ahead of the next full review in 2027.

12. Motions on Notice

No motions were received before the deadline of 12pm, Monday 7 July 2025.

13. Exclusion of Public and Press

If Council wishes to exclude the press and the public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it will be necessary for Council to pass a resolution in accordance with the provisions of section 100A of the Local Government Act 1972 on the grounds that their presence could involve the likely disclosure of exempt information as described in paragraph 3 of Schedule 12A of the Local Government Act 1972.

Council may maintain the exemption if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

14. Exempt Annex A to Item 10 Carterton Units 1-3 and Station Lane Roofing Project (Pages 73 - 86)

15. Options for Investment Property in Witney (Pages 87 - 96)

Purpose

To request Executive to consider officer recommendation to dispose of the property in Witney on the open market for the reasons set out in the report.

Recommendations

That Council resolves to:

1. Agree that the property should be disposed of on the open market
2. Delegate Authority is to the Director of Finance in consultation with the

Executive Member for Finance to approve the final terms of sale including the sale price.

(END)