

Witney Town Council

Mrs Sharon Groth FSLCC fCMgr
Town Clerk

Cllr Duncan Enright
Mayor of Witney



Town Hall, Market Square
Witney, Oxon
OX28 6AG
Tel: 01993 704379
Fax: 01993 771893
E-mail: info@witney-tc.gov.uk
www.witney-tc.gov.uk

26th August 2019

To: Members of the Corn Exchange Working Party - *L Ashbourne, O Collins, J Aitman, L Duncan, A D Harvey and J King (and all other Town Councillors for information)*

You are hereby summonsed to a Meeting of the **Corn Exchange Working Party** to be held in the Council Chamber, Town Hall on **Monday, 2nd September, 2019 at 5.00 pm** for the transaction of the business stated below.

AGENDA

1. **Election of Chair**

To receive nominations and elect a Chair of this Working Party.

2. **Apologies for Absence**

To consider apologies and reasons for absence

Working Party Members who are unable to attend the meeting should notify the Town Hall prior to the meeting, stating the reason for absence.

3. **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.

4. **Phase Two Refurbishment (Pages 3 - 50)**

To receive and consider the report of the Office Manager on a potential phase two refurbishment of the Corn Exchange.

A handwritten signature in blue ink, appearing to be 'S. Groth', written over a horizontal line.

Town Clerk