

Witney Town Council

Mrs Sharon Groth FSLCC ACMI
Town Clerk

Cllr Duncan Enright
Mayor of Witney



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3 September 2019

To: Members of the Halls & Green Spaces – Cllrs V Gwatkin (Chair), L Duncan (Vice-Chair), T Ashby, R, D Butterfield, O Collins, D Enright, M Jones and J King (and all other Town Councillors for information)

You are hereby summonsed to a Meeting of the **Town Council** to be held in the The Gallery Room - CEX on **Monday, 9th September, 2019 at 7.00 pm** 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.

2. **DECLARATIONS OF INTEREST**

Declarations

3. **MINUTES**

- a) To adopt and sign as a correct record the minutes of the meeting held on 1 July 2019
- b) Matters arising from the minutes not covered elsewhere on the agenda (Questions on the progress on 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. COMMITTEE VISION AND OBJECTIVES FOR THE MUNICIPAL YEAR

Standing Item – to consider and discuss the Committee’s vision and objectives

6. OPERATIONAL REPORT - REPORT ON IMPROVEMENTS AND REPAIRS SINCE THE LAST MEETING

To receive and consider the report of the Operations and Estates Officer

7. PUBLIC HALLS

7.1 Operational & Usage – report of the Office Manager

7.2 Corn Exchange Working Party - receive and consider the minutes of the meeting held on 2 September 2019 (to follow)

8. CEMETERIES, CLOSED CHURCHYARDS AND WAR MEMORIALS

1 Tower Hill Cemetery – Additional Pedestrian Entrance – report of Operations and Estates Officer

2 Memorial Application – Spike Milligan Quote – Verbal update from Chair/Officers, and inscription guidelines produced by the Chair

3 Witney War Memorial – Request for additional inscription - report of the Democratic Services Officer

9. SPORTS AND RECREATION GROUNDS

9.1 STRI Report and Pitch Provision – report of the Operations and Estates Officer (enclosure and correspondence from Spartan Rangers ref pitch displacement)

9.2 Parkrun – request for On-Site Mobile Catering unit to be on site at West Witney Sports Ground

9.3 Buttercross Works Footpath to the Leys – report of the Office Manager

9.4 Oxfordshire F.A. - This is a standing item on this Committee’s agenda to discuss and consider the future football pitch provision for Witney and funding streams available

10. PLAY AREAS

10.1 Park Road Play Area – report of the Operations and Estates Officer

10.2 Play Area Equipment –report of the Operations and Estates Officer

11. FINANCE REPORT

To receive and consider the report of the Town Clerk



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