

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

30 December 2019

To: Members of the Corn Exchange Working Party - *O Collins, L Ashbourne, 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, 6th January, 2020 at 5.00 pm** for the transaction of the business stated below.

AGENDA

1. **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.

2. **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.

3. **Minutes** (Pages 3 - 6)

To receive and consider the minutes of the meeting held on 4th November 2019 and any matters arising not covered on the agenda.

4. **Corn Exchange Phase Two Refurbishment** (Pages 7 - 12)

To discuss and agree a brief for Oxford Arts Consultants following their proposal and prior to the initial meeting on how to progress the project.

A handwritten signature in blue ink, appearing to be 'S. Groth'.

Town Clerk