

Witney Town Council

Mrs Sharon Groth FSLCC fCMgr
Town Clerk

Cllr Duncan Enright
Mayor of Witney



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4 March 2020

To: Members of the Halls & Green Spaces - V Gwatkin, L Duncan, T Ashby, R Bolger, 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 **Halls & Green Spaces** Committee to be held in the Gallery Room, The Corn Exchange, Witney on **Monday, 9th March, 2020 at 6.00 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.

Committee Members who are unable to attend the meeting should notify the Democratic Services Officer (nicky.cayley@witney-tc.gov.uk) **prior to the meeting**, stating the reasons for absence.

Standing Order 30 (a)(v) permits the appointment of substitute Councillors to a Committee whose role is to replace ordinary Councillors at a meeting of a Committee if ordinary Councillors of the Committee have confirmed to the Proper Officer **before** the meeting that they are unable to attend.

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. 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.

4. **Minutes** (Pages 3 - 8)
 - a) To adopt and sign as a correct record the minutes of the meeting held on 13 January 2019.
 - b) Matters arising from the minutes not covered elsewhere on the agenda (Questions on the progress of any item).
5. **Operational Report - Progress on Improvements and Repairs since last meeting** (Pages 9 - 12)

To receive and consider the report of the Operations and Estates Officer.
6. **Public Halls** (Pages 13 - 16)

To receive and consider the report of the Venue Manager.
7. **Cemeteries and Closed Churchyards** (Pages 17 - 36)

To receive and consider the report of the Operations and Estates Officer.
8. **Allotment Update** (Pages 37 - 46)

To receive and consider the report of the Operations and Estates Officer.
9. **Sports and Recreation Grounds** (Pages 47 - 58)

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



Town Clerk