

# Parks & Recreation

## Committee Meeting of Witney Town Council



**Monday, 1st September, 2025 at 6.00 pm**

To members of the Parks & Recreation Committee - J Aitman, S Simpson, J Treloar, R Smith, A Bailey, J Doughty, D Edwards-Hughes and D Temple (and all other Town Councillors for information).

You are hereby summonsed to the above meeting to be held in the **Gallery Room, The Corn Exchange, Witney** for the transaction of the business stated in the agenda below.

### **Admission to Meetings**

All Council meetings are open to the public and press unless otherwise stated.

Numbers of the public will be limited, with priority given to those who have registered to speak on an item on the agenda. Any member of the public wishing to attend the meeting should contact the Committee Clerk [derek.mackenzie@witney-tc.gov.uk](mailto:derek.mackenzie@witney-tc.gov.uk) in advance.

### **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 Deputy Town Clerk or Committee Clerk know before the start of the meeting.

### **Agenda**

#### **1. Apologies for Absence**

To consider apologies and reasons for absence.

Committee Members who are unable to attend the meeting should notify the Committee Clerk [derek.mackenzie@witney-tc.gov.uk](mailto:derek.mackenzie@witney-tc.gov.uk) **prior** to the meeting, stating the reason for absence.

**Standing Order 8(e)(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. Minutes (Pages 3 - 6)**

a) To adopt and sign as a correct record the minutes of the Parks & Recreation Committee held on 30 June 2025;

b) Matters arising from the minutes not covered elsewhere on the agenda (Questions on the progress on any item).

4. **Participation of the Public**

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 25. Matters raised shall relate to the following items on the agenda.

5. **Finance Report (- To Follow)**

To receive and consider the report of the R.F.O concerning the financial position of items under the remit of this Committee.

**Parks**

6. **Play Area Review (- To Follow)**

To receive and consider the report of the Project Officer.

**Recreation**

7. **Sports Pitch Update** (Pages 7 - 10)

To receive and consider the report of the Operations Manager.

8. **Football Club Training Fees (- To Follow)**

To receive and consider the joint report of the Head of Estates & Operations and the Operations Manager.

9. **Projects Update (- To Follow)**

To receive and consider the report of the Projects Officer concerning ongoing projects under the remit of this Committee



Town Clerk