

**PARKS & RECREATION COMMITTEE MEETING OF THE  
WITNEY TOWN COUNCIL**

**Held on Monday, 12 January 2026**

**At 6.02 pm in the Gallery Room, The Corn Exchange, Witney**

**Present:**

Councillor S Simpson (Vice-Chair, in the Chair)

Councillors:	J Treloar	D Edwards-Hughes
	R Smith	D Temple
	J Doughty	G Doughty (In place of J Aitman)
Officers:	Sharon Groth	Town Clerk
	Adam Clapton	Deputy Town Clerk
	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
	Adam Cook	Project Officer
Others:	None	

**PR14    APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor J Aitman, Councillor G Doughty attended as a substitute.

Councillor A Bailey submitted his apologies after the meeting had commenced, and as such, they could not be formally communicated during the meeting.

**PR15    DECLARATIONS OF INTEREST**

There were no declarations of interest from Members or Officers.

**PR16    MINUTES**

The minutes of the meeting of the Parks & Recreation Committee held on 3 November 2025 were received.

**Resolved:**

That, the minutes of the Parks & Recreation Committee meeting held on 3 November 2025 be approved as a correct record of the meeting and be signed by the Chair.

**PR17    PARTICIPATION OF THE PUBLIC**

There was no public participation.

**PR18 WEST WITNEY - TOWN COUNCIL DEPOT & CLUBHOUSE**

The Committee heard from the Project Officer regarding the progress of the West Witney projects.

Members welcomed the positive progress of the new depot build and noted that completion remained on track for mid-February. It was further reported that redevelopment of the main social club building had commenced, with a proposed completion date of mid-April.

Members were advised that sports clubs had been consulted regarding access to toilet facilities during the construction period and in response to a Member's question, the Project Officer confirmed that the contractor was working with Witney Mill Bowls Club to provide access to facilities they had requested, noting that these works would be undertaken at the Bowls club's own expense.

Members were provided with further details of regular site inspections by Officers and the Council's consultants Berry's and noted that savings were being achieved through the introduction of a fortnightly payment plan, alongside additional savings identified through value engineering.

Members queried how any savings would be realised, including whether this would result in a reduced drawdown of loan facilities or be utilised for additional project works at the West Witney site. The Town Clerk confirmed that it was still too early to determine the level of savings; however, she advised that direction would be required prior to the setting of the Council's 2026/27 budget on 2 February 2026. The Responsible Financial Officer would provide the most up-to-date financial information in advance of that decision.

Finally, Members were offered the opportunity to attend a site visit, with further details to be circulated by the Project Officer.

**Resolved:**

1. That, the report be noted and,
2. That, details of a site visit be circulated to Councillors and,
3. That, details of the current financial position of the West Witney project be presented to Council at its meeting on 2 February 2026.

**PR19 THE LEYS - COURTSIDE HUBS**

The Committee heard from the Project Officer regarding the Leys Courtside development.

Members were advised that a simulated flood event of the site had recently taken place, with positive results reported.

It was noted that the project would see the hub opening in stages; however, information received from Courtside regarding the precise timescale and details of the staged opening had been limited.

The Committee heard that Oxfordshire County Council had been challenging to engage with concerning the implementation of parking restrictions, but Officers expressed optimism that this issue would be resolved in the near future.

Members were further informed that the Council had still not yet made its financial contribution to the project, as this was dependent upon the achievement of key milestones in the final delivery stages of the development.

**Resolved:**

1. That, the update on the Leys Courtside development be noted and,
2. That, Officers continue to liaise with Courtside and Oxfordshire County Council to clarify the staged opening timetable and progress with parking restrictions and,
3. That, the Council's financial contribution remains linked to the achievement of the project's key milestones, with updates to be reported to the Committee as appropriate.

**PR20 RALEIGH CRESCENT - MULTI USE GAMES AREA (MUGA)**

The Committee heard from the Project Officer regarding the progress of the Multi-Use Games Area (MUGA) at Raleigh Crescent.

Members were advised that the project was continuing to progress and that Officers were working with West Oxfordshire District Council (WODC) to finalise the tender documentation for issue.

The Committee noted that there had been a delay in WODC issuing the tender; however, Officers had been assured by WODC that it was expected to be issued in January. Members further heard that any future consultation would relate solely to the design of the MUGA.

Officers advised that this consultation would be shared with local schools to encourage engagement from potential users and to seek their views and support for the proposed design.

**Resolved:**

1. That, the update on the Multi-Use Games Area at Raleigh Crescent be noted and,
2. That, Officers continue to liaise with West Oxfordshire District Council to ensure the timely issue of the tender documentation and,
3. That, Officers undertake future design consultation with local schools to seek feedback and support from potential users, with outcomes to be reported back to the Committee.

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The meeting closed at: 6.26 pm

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Chair