

Halls, Cemeteries & Allotments Committee Meeting of Witney Town Council



Monday, 16th March, 2026 at 6.00 pm

To members of the Halls, Cemeteries & Allotments Committee - R Crouch, J Robertshaw, R Smith, O Collins, A Bailey, G Doughty, D Temple and J Treloar (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 in advance.

Recording of Meetings

In accordance with the Openness of Local Government Bodies Regulations 2014, public meetings may be filmed, audio-recorded, or photographed. Anyone intending to record the proceedings is asked, as a courtesy, to inform the Committee Clerk before the meeting begins.

This meeting will be broadcast live via Microsoft Teams and recorded; by attending or participating, you consent to the recording and public sharing of audio and video, which may be made available for later viewing. For details on how personal data is handled, please see the [Privacy Notice](#)

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Meeting ID: 363 187 388 530 8

Passcode: 5Vu7UA7X

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 **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 4 - 7)

a) To receive and consider the minutes of the Halls, Cemeteries and Allotments Committee held on 19 January 2026;

b) Matters arising from the minutes not covered elsewhere on the agenda (Questions on the progress 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 25. Matters raised shall relate to the following items on the agenda.

5. **Finance Report** (Pages 8 - 21)

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

Public Halls

6. **Public Halls Report (To Follow)**

To receive and consider the report of the Venue & Events Officer.

7. **Corn Exchange Business Report (To Follow)**

To receive and consider the report of the Venue & Events Officer

8. **Proposal to improve Bin Storage Area at Thorney Leys shops** (Page 22)

To note correspondence from Publica regarding a proposal to improve a bin storage area at Thorney Leys, opposite Burwell Hall, on land owned by Witney Town Council, and to consider granting approval in principle, subject to the necessary licencing arrangements along with confirmation of the precise location, associated costs, and agreement on future maintenance and liability.

Cemeteries & Closed Churchyards

9. **Friends of the Cemeteries**

To receive the notes of the Friends of the Cemeteries meeting held 11 March 2026.
(TO FOLLOW)



Town Clerk

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