

Halls, Cemeteries & Allotments

Committee Meeting of Witney Town Council



Monday, 19th May, 2025 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

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 **prior to the meeting**, stating the reason for absence.

Standing Order 30(d)(v) permits the appointment of substitute Councillors to a Committee whose role is 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. Election of Vice-Chair

To elect a Vice-Chair of the Committee for the 2025/26 Municipal Year.

4. Minutes (Pages 4 - 8)

a) To receive and consider the minutes of the Halls, Cemeteries and Allotments Minutes held on 17 March 2025;

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

5. **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.

6. **Committee Terms of Reference** (Pages 9 - 10)

To review the Committee Terms of Reference (TOR) if appropriate.

7. **Committee Objectives & Work Programme for the Municipal Year** (Pages 11 - 14)

To receive and consider the report of the Town Clerk/C.E.O concerning the priorities of this Committee during 2025/26.

Public Halls

8. **Public Halls Report** (Pages 15 - 18)

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

9. **Corn Exchange Business Report** (Pages 19 - 25)

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

10. **The Equality & Human Rights Commission (EHRC) Consultation - Toilet Provision in Public Halls**

To note (formulate or delegate a response if appropriate) the upcoming EHRC public consultation following the Supreme Court ruling on the definition of "sex" under the Equality Act 2010, and to consider any implications for the provision of single-sex and staff toilet facilities at the Corn Exchange and other public halls. Further information available on this following link: <https://dwfgroup.com/en/news-and-insights/insights/2025/4/ehrc-interim-guidance-a-practical-update-following-the-supreme-court-decision>

Allotments

11. **Lakeside Flooding Options** (Pages 26 - 28)

To receive and consider the report of the Operations Manager.



Town Clerk

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