

Criteria for the Use of the Town Hall Window for Community Groups and Charities

1. It is for free community use only, open to charities, groups or community organisations operating in Witney or the promotion of free services. Advertising for paid services would not be permitted.
2. It is let for one month at a time on a first come, first-serve basis
3. There is no cost for this service
4. It is booked through the Council's Bookings Office
5. Groups are responsible for setting up and clearing the space
6. Any display must adhere to health and safety rules i.e., no lighting, anything heavy etc.
7. No political organisations or sentiments are permitted

All requests are at the discretion of the Town Council, with its decision being final.