

Annual Town Meeting Running Order (Wednesday 15th March 2023)

- 6.45pm Corn Exchange Doors Open
Refreshments available to purchase at 1863 café Bar
- Agenda**
- 7.30pm **Introductions and Welcome from the Mayor of Witney, Cllr Liz Duncan**
- Official Noting of the Town Councillor apologies for Absence**
- To receive and approve the Minutes of the Annual Town Meeting of 25 April 2022**
Following the formality of the minutes, Mayor to introduce the police representative – name tbc
- Thames Valley Police Report (5 minutes)**
NB. Questions for the police to be taken with the general questions to the Council.
- To receive Reports from Each of the Town Council's Standing Committee**
Mayor to introduce verbal reports from Committee Chairs (1 minute each). Full reports will be provided on tables.
- Mayor's Report**
Policy, Governance & Finance Report
Climate, Biodiversity & Planning Report
Park's & Recreation Report
Halls, Cemeteries & Allotments Report
Stronger Communities Report
- Open Forum to discuss matters raised by the general public at the Meeting**
Questions with roving mic – Mayor before opening the floor, please ask people to put their hands up and state their name and address before speaking
- Town Mayor's closing remarks and thanks**
Mayor to invite attendees to speak to councillors or particular Committee Chairs following the meeting
- 9.00pm Meeting Closes
- 9.30pm 1863 Café Bar Closes

Incidentals

- Agendas, minutes & Report Packs to be available on each round table
- Satisfaction Surveys & Precept information to be available on each round table

Main Hall Plan

