

**POLICY, GOVERNANCE & FINANCE COMMITTEE MEETING OF THE
WITNEY TOWN COUNCIL**

Held on Monday, 14 April 2025

At 6.48 pm in the Gallery Room, The Corn Exchange, Witney

Present:

Councillor J Aitman (Chair)

Councillors:	O Collins	J Doughty
	R Smith	D Newcombe
	A Bailey	
Officers:	Sharon Groth	Town Clerk
	Adam Clapton	Deputy Town Clerk
	Derek Mackenzie	Senior Administrative Officer &
		Committee Clerk
Others:	Councillor Geoff Doughty	

F197 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor R Crouch.

F198 DECLARATIONS OF INTEREST

There were no declarations of interest from Members or Officers.

F199 EXCLUSION OF PRESS AND PUBLIC

Resolved:

That in accordance with section 1(2) of the Public Bodies (admission to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted.

F200 IT/COMPUTER SERVICE PROCUREMENT

The Committee received and considered the report of the Deputy Town Clerk concerning computer provision at the Town Council.

Members welcomed the report and asked questions regarding the existing provision and the possibility of upgrading to a cloud-based server. The town council had undergone rapid growth in recent years and technology had grown within this time; this had led to a necessary piecemeal approach, but now was the time to assess the Council's requirements.

The Committee were advised budgets were in place for these changes, and plans were underway to undertake a seamless transfer.

Resolved:

1. That, the report be noted and,
2. That, a change in IT provision and migration to a cloud-based server be approved and,
3. That, the decision on procurement be delegated to the Deputy Town Clerk in consultation with the Town Clerk/C.E.O and in line with financial regulations.

F201 STAFFING MATTERS

The Committee received a verbal update and recommendations from the Personnel Sub Committee meeting held earlier in the evening.

Resolved:

That, the recommendations of the Personnel Sub-Committee meeting held on 14 April 2025 be approved.

The meeting closed at: 6.58 pm

Chair