

Halls, Cemeteries & Allotments

Committee Objectives & Work Programme for the Municipal Year (2025-26)

These dual responsibilities reflect the Committee's commitment to both enhancing community cultural assets and ensuring the sustainable stewardship of the Town's ceremonial and recreational spaces. The Committee manages several properties and facilities that require ongoing maintenance and improvement.

Below is a summary of projects that are completed, in progress, or scheduled for future implementation.

Completed Projects:

- **Corn Exchange Internal Decoration:** Gallery Room, Café/Bar & stairs completed at a cost of £4,993
- **Corn Exchange Storage Solutions:** Additional storage cupboards created to accommodate furniture
- **Burwell Hall Heating System:** Upgraded at a final cost of £31,729
- **Burwell Hall Blinds:** Installed in the hall at a cost of £2,250
- **Burwell Hall Toilets:** Ladies & Gents toilets refurbished at a cost of £13,152
- **Burwell Hall Security Upgrades:** Installation of CCTV installation.
- **Madley Park Hall:** The major issue of the dividing wall/doors has been resolved by installing smaller doors. This was funded through the contingency set aside for maintenance under the Landlord obligations provided in EMR 329; the cost was approximately £8k.
- **Langdale Hall:** Roof repairs carried out at approx. cost of £16k funded through EMR.
- **St Mary's Church Wall:** As a Closed Churchyard, the Town Council maintains responsibility for the perimeter dry stone wall. A substantial section of wall repairs was completed earlier this year at a cost of £34,588, funded through EMR 376. Additional restoration work remains necessary but has been temporarily suspended while the Council prudently allocates budget reserves and Officers secure the required faculties for the next phase of restoration.

Projects In Progress:

- **Memorial Maintenance:** The Council has an obligation to carry out periodic inspections in the cemeteries and closed churchyard. Previously the Council has used an external specialist to undertake these inspections; however, the Operations Manager has brought this inhouse and will be undertaken when resources allow. A substantial EMR (A/c 318) is set aside.
- **Corn Exchange Door Entry System:** Approved by full Council. Officers are refreshing the quote to include linking to the fire alarm system.
- **Corn Exchange Seating Sponsorship:** Officers Scoping the best way to proceed with this project.

Projects in Preparation Pool/Part or Unfunded:

- **St Mary's Church Wall:** Additional restoration work remains necessary but has been temporarily suspended while the Council prudently allocates budget reserves and Officers secure the required faculties for the next phase of restoration.
- **Cemetery Access Road:** This relates to Windrush Cemetery and providing an internal road when/if the entrance off Cogges Estate is agreed as part of the Witney East development. EMR A/c 327 currently stands at approximately £150,000.
- **Tower Hill Cemetery Buildings:** Being an old Victorian cemetery with two Chapels, EMR 362 of £21,500 is set aside to maintain these historic buildings. Open Spaces Strategy Ref **IS3 applies to** undertake a full options survey of the unused buildings at the cemeteries. Status: £10,000 budget set for survey to be commissioned to appoint professionals for an options appraisal, which has not yet been progressed.
- **Corn Exchange Lift Replacement:** EMR 363 of £40k is held for the replacement of the lift when it fails or needs replacing.
- **Langdale Hall:** Working with tenants on a programme of external repairs to help improve energy efficiency rating and the longevity of use.
- **Allotment Capacity:** Open Spaces Strategy Ref **LP1 applies** Continued work on seeking options to increase allotment capacity. Land has been requested for allotments in both North Witney and East Witney developments.

Agreed: Halls, Cemeteries & Allotments, 19th May 2025 (Minute no. H287)