

ANNUAL COUNCIL



Agenda Item: Appointment to Advisory Committees & External Bodies/Outside Organisations

Meeting Date: Wednesday, 6th May 2026

Contact Officer: Deputy Town Clerk

The purpose of this report is to comply with Standing Order 9(i)(xii) concerning the representation on and arrangements for reporting back work of local organisations and groups the Council is connected with.

Background

The Town Council appoints representatives to the following Advisory Committees/Outside Bodies, and it is usually recommended that those appointed as per below should serve until the Annual Council Meeting following the next ordinary election of Councillors in 2027, although Members may wish to step down at this juncture if they so wish.

Witney Traffic Advisory Committee	-	4 – J Aitman, D Enright, S Simpson, R Smith
Oxfordshire Association of Local Councils [Larger Councils]	-	1 – R Crouch
West Witney Sports & Social Club	-	2 – D Newcombe, R Smith
Witney Town Band	-	1 – O Collins
Witney & District Twinning Association	-	3 (Mayor (Ex officio)) R Crouch, R Smith
West Oxfordshire Museum Centre	-	1 – O Collins
St Mary's Church Preservation Trust	-	Mayor
Volunteer Link Up	-	1 – J Aitman
RAF Brize Norton – Local Consultation Working Group	-	1 – D Newcombe
Witney Allotment Association	-	1 – R Crouch
Witney Youth Council Mentors	-	2 – G Meadows, S Simpson, J Aitman
Friends of the Cemeteries	-	2 – D Enright, J Doughty

Home Start Champions	-	3 – J Aitman, A Bailey, S Simpson
Lower Windrush Valley Project	-	1 – A Bailey
West Oxfordshire Community Transport	-	1 – D Enright
Witney Fair Trade Action Group Champion	-	1 – R Smith
Witney Infrastructure Neighbourhood Group	-	2 – R Smith, D Enright
Henry Box Collection Trust	-	1 - G Meadows
Witney Community Profile Steering Group	-	2 – J Aitman
Witney Flood Group Liaison	-	1 – D Temple
Windrush Pavilion Community Trust	-	3 – J Aitman, R Crouch, G Doughty
Witney Town Centre Forum	-	3 – A Bailey, D Edwards-Hughes, G Meadows

NOMINEES – SERVING AS TRUSTEES

Listed below are the Town Council nominees serving on other outside bodies. The expiry dates of terms of office on these bodies are shown. The terms of office are set by the various bodies, and Council appointments are made on the expiry of the term or vacancies caused by resignation, disqualification, etc.:

(* Denotes Non-Member of Witney Town Council)

Term of office expires

Witney Town Hall Charity – 4-year term of office

The Witney Town Hall Charity owns the Town Hall, Townhouse and the Buttercross and is the Town Council's landlord. The primary purpose of the Charity is to ensure the properties are kept in good order, and secondly with the rental income a small grant pot is provided to support the work of local organisations.

Mr H B Eaglestone*	May 2029
Ms Mandy Collicut* (Co-opted Trustee)	Feb 2027
Cllr O Collins	May 2027
Cllr S Simpson	May 2027
Mrs R Crouch*	May 2026
Mr D Semaine* (Co-opted Trustee)	Oct 2027
Mrs L J Semaine*	Jun 2026

(The Town Council does not nominate co-opted Trustees)

Witney Town Charity – 4-year term of office

The charitable objectives of the Witney Town Charity are:

1. The provision and maintenance of Almshouses for poor persons

2. The relief of poor persons in conditions of need, hardship, or distress. It operates 18 Almshouses and also provides grants for those in need.

Within its constitution it allows for 6 Witney Town Councillors to be on the Trust as nominated Trustees

Mr B Beadle*	May 2026
Mrs M Jones*	Jun 2028
Mrs R Crouch*	May 2026
Cllr G Meadows	May 2027
Cllr J Aitman	Jun 2029
Mr C Woodward*	Feb 2026

Witney Educational Foundation (WEF) – 4-year term of office

WEF provides financial support for the schools of Witney and surrounding communities to enable all students to enjoy full range of activities offered by each school. It also provides grants for families in need, to assist with the cost of extra-curricular activities, educational visits, school clothing and other essential items.

Cllr J Aitman	Jul 2027
Mrs S Simpson	May 2029
Mr R W Barton*	May 2028
Mr C K Woodward*	May 2026

Cogges Welfare Trust Charity – 4-year term of office

The Cogges Welfare Trust Charity maintains the charities property including the upkeep of the Witney Market Clock and Clock House. Remaining income is used for the relief of hardship etc. by the way of grants to people in need.

Cllr J Aitman	Jul 2028
Cllr A Bailey	Jul 2028
Mr H W Chirgwin*	Jul 2028

Madley Park Hall Trust - 4-year term of office

Objectives and aims: The provision and maintenance of a village hall for the use of the inhabitants of Witney and the surrounding area without distinction of political, religious, or other opinions, including use for:

- (a) meetings, lectures, and classes, and
- (b) other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the inhabitants

J Aitman	May 2027
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Current Situation

Arising from the above, the nominees required are listed below:

1. Witney Town Hall Charity: - **2 Council-nominated vacancies**

The term of office of Cllr R Crouch and Mrs L Semaine have come to an end. The Clerk to the Trustees has advised that Mrs Semaine would like to remain on the Trust.

2. Witney Town Charity: -

3 Council-nominated vacancies

The term of office of Mr B Beadle, Mr C Woodward and Cllr R Crouch are due to come to an end in May/June. It is understood from the Committee they would like this arrangement to continue.

The Committee has also informed the Council of their need to expand their Trustee skill set and have a suitable candidate who could assist them with their aims if the Council were to forego one of their other positions.

3. Witney Educational Foundation: -

1 Council-nominated vacancy

The term of office for Mr C Woodward is due to come to an end in May.

Reporting Arrangements Review

In line with Standing Order 9 (d)(xii) Members are also to review the arrangements for reporting the work of the above bodies to the Council.

Previously, this has been a standing item on the Full Council agendas throughout the year. Members are asked if they would like this to continue or offer a suitable alternative.

Impact Assessments

The Town Council has a duty to consider the effects of its decisions, functions and activities on equality, biodiversity, and crime & disorder. Consideration should also be given to effects on the environment, given the Council's Climate Emergency declaration in 2019.

- a) Equality – no direct implications.
- b) Biodiversity – no direct implications.
- c) Crime & Disorder – no direct implications.
- d) Environment & Climate Emergency – no direct implications.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

Social Value

Social value is the positive change the Council creates in the local community within which it operates.

Recommendations

Members are invited to note the report and;

1. consider the appointments to the outside bodies/organisations, and
2. consider the appointments as trustees to the three organisations where trusteeships have or are due to expire this municipal year

- a. 2 x Witney Town Hall Charity
- b. 3 x Witney Town Charity (please note additional request from the Charity)
- c. 1 x Witney Educational Foundation

3. Consider arrangements for reporting back to Council on the work of the bodies/ organisations.