

FULL COUNCIL



Agenda Item: Appointment to External Bodies & Outside Organisations

Meeting Date: Monday, 12th October 2026

Contact Officer: Deputy Town Clerk

The purpose of this report is to present correspondence received from Witney Town Charity for the Council's consideration and to enable Members to determine any appropriate response or action arising from its contents.

Background

The current constitution of Witney Town Charity provides for up to six members of Witney Town Council to serve as nominated Trustees of the Charity.

At the Annual Meeting of the Council held on 6 May 2026, the following Councillors were appointed as Trustees for the municipal year and beyond. Members are also reminded of the charitable objectives of the Charity, which guide the Trustees in the exercise of their responsibilities.

Term of office expires

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.

Mr B Beadle*	May 2030
Mrs M Jones*	Jun 2028
Mrs R Crouch	May 2030
Cllr G Meadows	May 2027
Mr M Lee*	Jun 2030
Mr C Woodward*	Feb 2030

(* Denotes Non-Member of Witney Town Council)

Current Situation

The Town Council has received correspondence from Witney Town Charity advising that the Charity is seeking to convert to a Charitable Incorporated Organisation (CIO) which is attached as **Appendix A**. As part of this process, the Charity is undertaking a review of its governing

document and is seeking the Council's views on a proposed wording amendment relating to Council Trustees appointed to the Charity.

The Council has also been advised that Mr B. Beadle has resigned from his position as a Town Council-nominated Trustee following his appointment as Deputy Clerk to the Charity, creating a vacancy. The Charity has suggested that the vacancy could be filled by a non-Council resident of Witney who has expressed a strong interest in supporting the Charity and who, in the view of the Charity, would make a valuable contribution to its Residents and Grants Committee.

Members should note that, at the Annual Council Meeting held in May, Councillor D. Temple also expressed an interest in serving as a Trustee of the Charity. This interest was subsequently communicated to the Chair of Trustees.

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 suggested change of wording relating to town council nominated trustees in the new CIO founding document.
2. Consider a replacement for Mr B Beadle as a town council nominated trustee.