

**From:** Jennifer Barraclough  
**Sent:** 09 September 2022 14:27  
**To:** Info <[info@witney-tc.gov.uk](mailto:info@witney-tc.gov.uk)>  
**Subject:** FAO Adam Clapton

Dear Adam Clapton

I'm sorry for the delay in acknowledging receipt of the cheque of £100 to VoiceBox choir towards the concert held in August at Langdale Hall. This has been passed on to ICE towards expenses, and we are all appreciative of the town council's support for both organisations.

with thanks

Jennifer Barraclough  
VoiceBox choir administrator