

EXTRA-ORDINARY MEETING OF WITNEY TOWN COUNCIL

Held on Monday 17 March 2014

At 7.05pm in the Council Chamber, Town Hall, Witney

Present

Councillor P Dorward (Chairman)

Councillors: Mrs J C Baker D S Enright
 A K Beames A D Harvey
 Mrs B J Churchill C Holliday
 H B Eaglestone

Officers: Town Clerk Democratic Services Officer

Also present: 1 member of the press

156. **APOLOGIES FOR ABSENCE**

Apologies for their absence were received from Councillors Mrs M J C Curry, R F N Curry, B J Woodruff and C K Woodward.

157. **DECLARATION OF INTEREST**

There were no declarations of interest in matters to be discussed at the meeting.

158. **CORPORATE RISK ASSESSMENT**

Members received and considered the report of the Town Clerk along with the Corporate Risk Assessment. The Town Clerk explained the background to the Corporate Risk Assessment, and gave an overview of the issues and risks identified. She commented that some risks will always exist no matter what and by carrying out these Risk Assessments the Council was demonstrating that it is trying to control and manage its risks.

With regard to access to the Council Chamber and meetings of the Council Cllr Enright asked if it might be possible to make enquiries with Henry Box School about using one of their rooms if a disabled person wanted to attend a meeting whilst the Corn Exchange was shut. The Town Clerk said that she had investigated rooms at the District Council but she could make enquiries at the school if the Council wished. However there would obviously be a cost associated with this.

Cllr Churchill commented to Cllr Enright that at the previous meeting that evening she had suggested putting a stair lift into the Langdale Hall for one of the upstairs meeting rooms.

Cllr Dorward asked how much notice a disabled person would have to give to attend a meeting in a venue other than the town hall. The Town Clerk said she would hope for reasonable notice. The situation had not arisen recently.

RESOLVED: that the report be noted and the Corporate Risk Assessment Action Plan be endorsed, and that the Chairman of the Council be authorised to sign as appropriate.

The meeting closed at 7.10pm.

Chair