

Witney Town Council

Mrs Sharon Groth *FSLCC ACMI*
Town Clerk

Cllr Duncan Enright
Mayor of Witney



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Our Ref: A4/4

24 June 2019

To: Members of the Halls & Green Spaces Committee – Cllrs V Gwatkin (Chair), R Bolger, D Enright, D Butterfield, M Jones, L Duncan, T Ashby, J King, O Collins (and all other Town Councillors for information)

You are hereby summonsed to a Meeting of the **HALLS & GREEN SPACES COMMITTEE** to be held in the Gallery Room, Corn Exchange, Witney on **MONDAY 1 JULY 2019 at 7pm** for the transaction of the business stated below.

RECORDING OF MEETINGS

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography. As a matter of courtesy, if you intend to record any part of the proceedings please let the Town Clerk or Democratic Services Officer know before the start of the meeting.

AGENDA

All Council Meetings are open to the public and press, unless otherwise stated.

1. **APOLOGIES FOR ABSENCE** – To consider apologies and reasons for absence.

Committee Members who are unable to attend the meeting should notify the Democratic Services Officer (nicky.cayley@witney-tc.gov.uk) **prior to the meeting**, stating the reason for absence.

*Standing Order 30(a)(v) permits the appointment of substitute Councillors to a Committee whose role is to replace ordinary Councillors at a meeting of a Committee if ordinary Councillors of the Committee have confirmed to the Proper Officer **before** the meeting that they are unable to attend.*

2. **DECLARATIONS OF INTEREST** – Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct.

3. **MINUTES**

- a) To adopt and sign as a correct record the minutes of the meeting held on 3 June 2019
- b) Matters arising from the minutes not covered elsewhere on the agenda (Questions on the progress on any item)

4. **PUBLIC PARTICIPATION** – *the meeting will adjourn for this item*

Members of the public may speak for a maximum of **five minutes** each during the period of public participation, in line with Standing Order 42. Matters raised shall relate to the following items on the agenda.

5. **COMMITTEE VISION & OBJECTIVES FOR THE MUNICIPAL YEAR**

Standing Item – to consider and discuss the Committee’s vision and objectives

6. **OPERATIONAL REPORT – PROGRESS ON IMPROVEMENTS AND REPAIRS SINCE LAST MEETING**

To receive and consider the report of the Operations and Estates Officer

7. **PUBLIC HALLS**

To receive and consider the Operational & Usage report of the Public Halls Officer

8. **CEMETERIES & CLOSED CHURCHYARDS**

To receive and consider the report of the Operations and Estates Officer (Including site visit to Tower Hill Cemetery on 27 June 2019)

9. **SPORTS, RECREATION GROUNDS & PARKS**

9.1 Park Road Play Area - To receive an update from the Town Clerk

9.2 Oxfordshire F.A. - This is a standing item on this Committee’s agenda to discuss and consider the future football pitch provision for Witney and funding streams available.

9.3 Witney Town Bowls – verbal update, if appropriate, following meeting with the club on 27 June 2019

9.4 Update report from the Operations & Estates Officer

9.5 Request from Witney Mills Cricket Club towards ground maintenance – correspondence enclosed.

10. **ALLOTMENTS**

To receive and consider the report of the Operations and Estates Officer



Town Clerk