



Chipping
Norton
Town Council

ANNUAL REPORT 2024-25



FOREWORD BY TOWN MAYOR SANDRA COLEMAN

This is our second Annual Report in this format and demonstrates our continued commitment to serving our community through the facilities we provide, including venues, play areas our cemetery and open spaces.

This year we are pleased to have taken over the management of Glyme Hall, enabling this facility to continue to be used by local residents for meetings, classes, church services, support groups, children's activities, youth groups and parties. Recent bookings for special events include a rehearsed reading by the New Nortonians and a fund-raising Fire Walk hosted by Witney Rotary Club.

We are continuing our work with Beaumont Rivers and the Green Gym at Pool Meadow, with the combined aims of making the footpaths safer and supporting the flora and fauna at this historic site. It is taking some time to work through the permissions required for this project, but we hope to be able to commence the work on site in the coming year.

We have listened to concerns expressed by residents about grass cutting and the appearance of the town centre and in March our new Grounds Maintenance Team joined our existing staff, to care for our open spaces. Local shopkeepers have already commented on the positive impact they are making around the town. We have invested in electric mowers and vehicles for this work as part of our commitment to keep our carbon footprint low and minimise air pollution.

A major highlight of the year was our first annual Town Awards ceremony last autumn where we recognised the achievements of people in our community, with awards for those who organise community activities, local organisations, young people and local businesses. We will hold a similar ceremony this autumn, so please consider who you would like to nominate.

Please take the time to read more about our work on the following pages.



Sandra Coleman

TOWN MAYOR

CHIPPING NORTON TOWN COUNCIL |
ANNUAL REPORT 2024-25

COMMITTEE PRIORITIES

COMMUNITY

Our Town Hall has a prominent place both in the High Street and our community. This year the Community Committee have continued with our planned maintenance programme, including work on the heating system, roof and windows above the stage. We are also pleased to have worked with local artist, Luke Embden on a community art project funded by Section 106 and the resulting murals will soon be installed on our new windows.

Building relationships with our community, we have also grown our Keep Chippy Beautiful initiative, holding two community litter picking events, both in terms of the number of people attending and the volume of litter that has been collected, though of course it would be better if there was less litter dropped!

We are also pleased that plans are moving forward for a wheeled sports park at New Street. We have worked closely with our User Group to choose a design and are now actively seeking external sources of funding to enable the project to be completed. This will mean that our children and young people have a safe place to use their skate boards, bikes and scooters, developing their skills, keeping fit and most importantly, having fun outside.

Cllr Sandra Coleman

CHAIR, COMMUNITY CTTE



FINANCE AND RESOURCES

The financial year 2024/2025 has been a busy year for the Council with a new initiative agreed to bring grounds maintenance and town centre upkeep in house. This has required the hiring of staff and the purchase of equipment to give a better service to council tax payers. This will be achieved whilst setting a balanced budget and still supporting local charities in their work. We look forward to seeing the full extent of the improvements in 2025/2026.

Cllr Ian Finney

CHAIR, FINANCE AND RESOURCES CTTE

STRATEGIC PLANNING

During the past year the committee has responded to feedback from residents relating to the upkeep of the land and vegetation for which the Council is responsible, by creating an in-house grounds maintenance team, now operational.

We continue to support our Traffic Advisory subcommittee in its efforts to improve safety for pedestrians and cyclists, by working with District and County Councils to improve dangerous road junctions and pedestrian crossings.

Our newly formed Climate and Ecology working group is turning an earlier council's sustainability pledges into action and is making the first small but necessary improvements to our own use of resources in meetings and as part of the Town Hall Restoration project.

In addition, monitoring progress on the Pool Meadow project and commenting on Planning Applications result in full agendas at our meetings.

Cllr Mike Cahill

CHAIR, STRATEGIC PLANNING CTTE

OUR TOWN HALL



2024 has seen continued growth and development for the Town Hall. With increasing demand for both community and commercial use, we've made progress in income generation, launched new event initiatives, welcomed a broader range of local groups, and begun vital strategic planning for restoration and infrastructure upgrades. At the same time, increased footfall and extended hours have brought new staffing and maintenance challenges which are being proactively addressed.

Highlights

The Town Hall remains a vital hub for over 20 regular groups in 2024, fostering connection and wellbeing. These include:

- Banking hubs
- Fitness classes
- Choral Society's new Cotswold Youth Choir
- Outreach programs
- Meditation
- Business support

We also continue to provide space for Chipping Norton Theatre's youth groups, writers' workshops, and singing sessions.

In 2024/25 lettings have generated income in excess of £60,000.

Maintenance Progress:

In 2024, the Town Hall underwent key upgrades, including:

- Temporary roof repairs.
- Replaced windows at Fox End.
- Heating System & Boiler temporary repair and a full upgrade.
- Fire safety enhancements and external sockets for events.
- Storage space was cleared by removing stage radiators.
- Upper Hall blinds were repaired.
- Bar operations improved with new fridges.

Future plans include full roof restoration, heating system upgrades, and Phase 2 improvements for the Theatre and Stage Area is being explored to ensure the building meets the needs of a wider range of future events and performances.



Tania Kirby

FACILITIES AND EVENTS OFFICER

CHIPPING NORTON TOWN COUNCIL |
ANNUAL REPORT 2024-25

GLYME HALL



Since Chipping Norton Town Council took over the management of Glyme Hall on 1st January 2025, considerable progress has been made in activating the venue for community and commercial use. While still in the early stages of development, the hall has already seen a positive trajectory in terms of bookings, income generation, operational improvements, and local engagement.

Highlights

Glyme Hall is already home to a variety of local groups, including:

- Intune Dance and Movement
- Abingdon and Witney College
- Chipping Norton Trefoil Guild
- William Fowler Allotments
- Remix Youth Group
- New Nortonians
- North Cotswold Chamber Choir
- Lawrence Home Nurses

This mix of commercial and charitable users demonstrates Glyme Hall's appeal as a flexible and affordable community venue

In 2025, room bookings have steadily grown, with new enquiries including:

- Dance sessions.
- Commercial meetings, and educational conferences
- Yoga class launching in June.

Private party bookings at Glyme Hall are also rising, generating income and boosting the hall's reputation as a versatile event space, with positive feedback driving further interest.

Tania Kirby

FACILITIES AND EVENTS OFFICER



EVENTS 2024-25

THE DUCK RUN

The Mayor's Charity Fundraiser made a splash in Chipping Norton with The Duck Run with Quackitude! Supporting The Lido, the event featured a fun run, pool activities, and games for all ages. Families enjoyed sunshine, community spirit, and a well-received breakfast, while the fundraiser helped raise awareness and inspire new pool activity ideas—a perfect blend of fun and purpose.



SKATEBOARD PARK IN THE PARK

Skaters took over the park in May as Rollback World set up a pop-up skatepark for the day. Over 100 young people showed off their skills, connected with local skaters, and discussed plans for a permanent facility with the Town Council team and Skatepark User Group. The event drew strong support from families and residents, with many eager for the pop-up to return and excited about the long-term skatepark project in Chippy.

COMMUNITY ART PROJECT

In September, residents of all ages joined the Reflecting Chipping Norton art project, expressing what the town means to them through vibrant activities. Led by local artist Luke Embden, whose unique style brought fresh energy, the event buzzed with ideas and collaboration.

Originally set for the Town Hall windows during the Christmas Lights Switch-On, the artwork's unveiling has been postponed to summer 2025 due to window repairs. This exciting piece will be worth the wait!



EVENTS 2024-25

COMMUNITY AWARDS

The Community Awards lit up September with a night of celebration and heartfelt applause, honouring the incredible individuals and groups that make Chipping Norton shine. Winners included:

- Organisation of the Year: Little Footsteps
- Beacham Award for Sporting Achievement: Cricket Club U13
- Mayor's Award (Community Service): Chippy News
- Mayor's Award (Environment): Green Gym
- Mayor's Award (Civic Pride): Mr Snips
- Mayor's Award (Going Above and Beyond): Yasin Jussab
- Young Person of the Year Award: Sarah Jannet Ahmed

Last year, Sarah Jannet Ahmed was given the honour of switching on the town's Christmas Lights alongside the Mayor – a beautiful moment that captured the spirit of youth recognition in Chipping Norton. We're delighted to say this will now become a new tradition for future Young Person of the Year winners.



The Winners were presented with beautifully framed photographs, and the whole event had a wonderful community feel, helped along by delicious refreshments from Southerndown Care Home and the soothing piano melodies of local talent Garry Whichello. One of the highlights? His rendition of Chariots of Fire as the soundtrack to the Beacham Award presentation! A big thank you to everyone who made the evening so special – it was truly one to remember.

EVENTS 2024-25

CHRISTMAS LIGHTS SWITCH-ON & THE BIG CHIPPY SINGALONG

Chipping Norton's Christmas Lights Switch-On dazzled with festive cheer and the return of The Big Chippy Singalong. Highlights included a buzzing indoor market, joyful community singing, a heartwarming lantern parade led by local children, and Santa's Grotto, brought to life with the help of St Mary's School.

With record stall bookings, mulled wine, hot chocolate, and incredible festive energy from local groups, schools, and Witney Radio, this much-loved tradition proved unforgettable once again!



Despite the cancellation of the Christmas Market due to stormy weather, the Christmas Tractor Run, organised with Kaleb Cooper's team, brought festive joy to Chipping Norton and surrounding villages. Over 50 decorated tractors spread cheer, drawing crowds who waved and celebrated along the route. This magical community moment was a big hit, and excitement is already building for its return!

CHRISTMAS MARKET & TRACTOR RUN



FORTNIGHTLY BINGO NIGHTS

Bingo Nights, held bi-weekly with DJMD Events, are a local favourite, bringing laughter, friendly competition, and community spirit. Join the fun throughout 2025!

GROUNDS MAINTENANCE



Chipping Norton Town Council strives to be a proactive and forward-thinking organisation, and in response to overwhelming feedback from residents regarding the standard of grass cutting and the general upkeep of parks and the cemetery, Chipping Norton Town Council made the significant decision to bring the town's grounds maintenance service in-house.

Previously outsourced to an external contractor, the service is now managed directly by the Town Council, ensuring greater accountability, improved service quality, and more responsive maintenance across public spaces. This shift reflects our commitment to meeting community expectations and enhancing the town's appearance and green spaces.

To support this new service, the Council has leased a dedicated depot, and invested in a fleet of electric equipment, including a panel van, a flatbed truck, hand tools, and lawnmowers. These environmentally friendly tools not only reduce our carbon footprint but also contribute to quieter and cleaner operations across the town. We have also expanded our team of Grounds Maintenance Operatives, and are recruiting for an Assets and Operations Officer to support the team.

Since taking on this service as of the 1st April 2025, we have already received incredibly positive feedback from residents. We look forward to what we can achieve in 2025-26!

WHERE DOES THE CHIPPING NORTON TOWN COUNCIL BUDGET COME FROM?

The primary source of income for most Town and Parish Councils comes from the Precept, which is a share of the Council Tax that is collected from each household by the District Council. This is calculated on an average household (Band D property). Chipping Norton does not receive any direct funding from central government or business rates. The rest of its budget comes from income from some of the services it provides, such as the Town Hall, Glyme Hall, and cemetery, and from its reserves. The precept for 2025-26 is £494,204.

TOTAL 2024-25: £130.51 per Band D Household per year

For the year from 1 April 2025 the average taxpayer will be asked to pay £170.51 towards the services provided by Chipping Norton Town Council. This is an increase of £3.08 per month. This year, the Town Council made the decision to take the grounds maintenance of the town in-house due to overwhelming feedback from residents. Some of the capital expenditure associated with this project, such as the purchase of an electric panel van, flatbed truck, and electric lawnmowers, has been financed via a public works loan. In order to decrease the demand from taxpayers, the cost for these has been spread over a period of 10 years.

THE 2025-26 BUDGET IN MORE DETAIL:



Town Hall
£18,075



**Community Grants
and Core Funding**
£28,000



**Corporate
Management,
Admin and
Resources**
£238,150



**Grounds
Maintenance**
£167,960



**Worcester Road
Cemetery and Closed
Churchyard**
£9,050



Events
£8,000

TOTAL 2025-26: £170.51 per Band D Household per year

SUPPORTING OUR COMMUNITY

One of the ways that Chipping Norton Town Council supports local communities is via the Grants to Voluntary Bodies Scheme, which provides grants twice a year. This year the Town Council pledged £28,000 towards community projects. Additionally, the Town Council provides longer-term support for three key organisations in Chipping Norton, giving them the security to plan longer projects.

Core Funding (3 Years)

- Chipping Norton Lido - £5,000 per annum
- Chipping Norton Museum & History Society - £3,500 per annum
- Chipping Norton Theatre - £3,000 per annum

Grants Awarded Round 1, July 2024

- CN Amateur Operatic Society (CHAOS) - £1,000
- Home Start - £1,000
- Mindful Mums - £500
- Remix Youth Club - £750
- CN Theatre - £1,000
- Thrive OX7 - £1,500
- Transition CN - £750
- Volunteer Link UP (VLU) - £1,000

Grants Awarded Round 2, Feb 2025

- CN Pride - £1,500
- CN Community Land Trust - £500
- CN Community Church Holiday Club - £1,00
- CN Green Gym - £1,000
- CN Church Minis Toddler Group - £500
- Lowland Rescue Oxfordshire - £1,995
- CN Town Festival - £1,500
- CN Theatre - £1,000
- CN Amateur Operatic Society (CHAOS) - £750

FLYING THE FLAG FOR CHIPPING NORTON

The installation of the new flagpole at The Millennium Garden gave us the flexibility to fly a whole range of flags on behalf of the Town Council and local organisations. Between April 2024 and March 2025 we flew:



The Earth Day & Ecology Flag, 22nd April 2025



St George's Cross, 23rd April 2024



The D-Day Flag of Peace, 6th June 2024



The Pride Progress flag, 1st June 2024



The Armed Forces Day flag, 29th June 2024



The Refugee Nation Flag, 20th June 2024



The NHS flag, 5th July 2024



The RAF Ensign, 20th August 2024



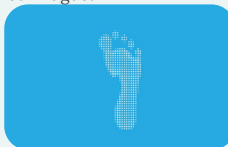
The Town Crest Flag in Memory of Honorary Citizen Betty Hicks, 15th August



The United Nations flag, 24th October 2024



The Royal British Legion flag, 12th October 2024



The Human Rights flag, 10th December 2024



The Suffrage flag, 8th March 2025



The Commonwealth flag, 10th March 2025

CHIPPING NORTON WELFARE CHARITIES



Chipping Norton Welfare Charities provides affordable accommodation in the form of six houses and four flats in Chipping Norton. This includes the iconic row of Almshouses on Church Street in Chipping Norton. Trustees are made up of Chipping Norton Town Councillors, representatives within the town, and a representative from Over Norton Parish Council.

Grants are also available for Chipping Norton residents in need of white goods or those suffering from hardship or distress.

Application forms are only accepted from referring agencies within the statutory or voluntary sectors. If you have any questions or would like to request an application form, please contact the Town Council office.

OTHER LOCAL CHARITABLE ORGANISATIONS

A number of other organisations within the town provide support for residents. A small selection includes:

- The Branch
- Chipping Norton Theatre
- Lawrence Home Nursing Trust
- Thrive OX7
- Transition Chipping Norton
- Home Start Banbury and Chipping Norton



**Chipping
Norton**
Town Council

YOUR TOWN COUNCILLORS



Sandra Coleman
Town Mayor



Steve Akers
Deputy Town Mayor



Rachel Andrews



Ben Bibby



Mike Cahill



Tom Festa



Ian Finney



Jo Graves



Alex Keyser



Dom Rickard



Athos Ritsperis



Michael Rowe



Mark Walker



Emily Weaver



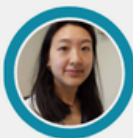
Sharon Wheaton



Natasha Whitmill



**Chipping
Norton**
Town Council



Katherine Jang

Town Clerk & CEO

Organisational Chart



Vacancy

Deputy Town Clerk



Alison Packer

Responsible Finance Officer



Tania Kirby

Facilities and Events Officer



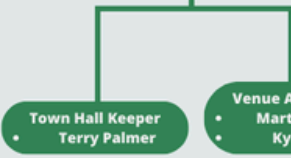
Vacancy

Assets and Operations Officer



Heidi Davies

Admin & Customer Service Advisor



Town Hall Keeper
• Terry Palmer

Venue Assistants
• Martini Rafter
• Kyle West

Grounds Maintenance
Operatives
• Nigel Griffin
• Paolo Oliveri

Our small and friendly office team is headed by Katherine Jang, Town Clerk and CEO to Chipping Norton Town Council.

Our offices are based in The Guildhall, Market Street, OX7 5NJ and are open to the public from 9am-1pm weekdays. Feel free to pop by with any questions you may have and we will try to help. We can also help signpost residents to Oxfordshire County Council and West Oxfordshire District Council where appropriate.

Alternatively, our phone lines are open 9am-1pm weekdays on 01608 642 341.

Should you wish to email a specific member of staff, you can also reach us via email:

Town Clerk - townclerk@chippingnorton-tc.gov.uk

Office and Admin and Customer Services - office@chippingnorton-tc.gov.uk

Responsible Finance Officer - finance@chippingnorton-tc.gov.uk

Town Hall and Events - events@chippingnorton-tc.gov.uk



**Chipping
Norton**
Town Council