


19 January 2012

All Members of the Council

Dear Sir/Madam

Your attendance is requested at a meeting of the Council of the Town of Abingdon to be held in the Guildhall (the Abbey Hall), Abbey Close, Abingdon on Wednesday 25 January 2012 at 7pm for the transaction of the business stated below.

Yours faithfully



Nigel Warner
Town Clerk

SECTION I (Open to the Public Including the Press)

A G E N D A

1 Prayers

Prayers will be led by Rev. Simon Thorn.

2 Public Participation

It is Council policy that the Council sets aside a total of 15 minutes prior to the commencement of full Council Meetings for residents of Abingdon or owners/managers of businesses in Abingdon to ask questions of the Mayor, Chairman of Finance and General Purposes Committee and Chairman of the Planning and Highways Committee or to express views by way of making a statement.

In order to ask questions or make a statement written notice of questions or statements, served by way of letter or e-mail (enquiries@abingdon.gov.uk), must be given to the Town Clerk by 5.15 pm on Monday 23 January 2012.

3 Apologies

To receive apologies for absence.

4 Declarations of Interest

Councillors are asked to declare any personal interest, and the nature of the interest which they may have in any of the items under consideration at this meeting (please refer to notes at the end of the agenda).

5 Minutes

To adopt and sign as a correct record the minutes of the meeting held on 23 November 2011. Pages 6- 16.

6 Mayor's Announcements

7 Councillor Peter Jones: Application for approved absence from Council duties

Report of the Town Clerk

As Members will be aware, Councillor Peter Jones has been unable to attend recent meetings of the Council, its Committee and Sub-Committees, due to illness.

Section 85 of the Local Government Act 1972 stipulates that if a Member fails to attend a meeting throughout a period of six consecutive months, he or she loses the right to remain a Member of the Council. However, before the end of the six month period, the Council can approve a longer absence away from Council duties to avoid these provisions from arising.

Cllr Jones attended the meeting of the Council's Planning and Highways Committee on 3rd December 2011.

It is unlikely that Cllr Jones will be able to return to Council activities for the time being and the Council is therefore requested to approve an absence in excess of six months from Council duties, to 31st July 2012.

Recommended: that an absence in excess of six months from Council duties be approved for Councillor Peter Jones, this absence authorised to 31st July 2012, and that this matter be reviewed at the Council meeting scheduled for June 2012.

8 Questions under Standing Order 10

9 Finance and General Purposes Committee

To receive and consider the minutes of the Finance and General Purposes Committee held on 13 December 2011 (attached pages 17- 21) and 17 January 2012 (to follow), and to approve any recommendations therein.

10 County Hall Museum Management Committee

To receive and consider the minutes of the meeting of the County Hall Museum Management Committee held on 10 January 2012, and to approve any recommendations therein (attached). Pages 22- 25.

11 Amenities and Recreation Committee

To receive and consider the minutes of the meeting of the Amenities and Recreation Committee held on 11 January 2012, and to approve any recommendations therein (attached). Pages 26- 30.

12 Planning and Highways Committee

To receive and consider the minutes of the Planning and Highways Committee meetings held on 5 December 2011 and 3 January 2012, and to approve any recommendations therein (attached). Pages 31- 39.

13 Guildhall Committee

To receive and consider the minutes of the Guildhall Committee meetings held on 22 December 2011(attached pages 40- 41) and 10 January 2012 (to follow), and to approve any recommendations therein.

14 Choose Abingdon Partnership

To note the minutes of the Choose Abingdon Partnership Board meetings held on 8 November 2011, and also the agreed Choose Abingdon Partnership Strategy for 2012 onwards. Pages 42- 72.

15 Annual return year ended 31st March 2011

To receive and approve the annual return for the year ended 31st March 2011; to consider the issues arising report and the report of Town Clerk (attached). Pages 73 -84.

16 To receive Notice of Motion Under Standing Order 8 as follows

(i) Motion proposed by Cllr Sandy Lovatt and seconded by Cllr Iain Littlejohn

"This Council thanks the Abingdon-on -Thames Chamber of Commerce for the hard work that they undertook in promoting the town centre last summer and during the period leading up to Christmas. The events that they organised on the Market Place must have had a positive effect on the volume of trade taking place at important times for Abingdon's businesses. The Council also congratulates the Chamber for organising one of the most successful Christmas Extravaganza events in recent times. This Council values community involvement in Abingdon's events and the example that has been shown by the Chamber is an encouragement to all of Abingdon's residents to help develop the Town's vitality and prosperity.

"The Abingdon Town Council requests that the Town Clerk write to the President of the Abingdon- on -Thames Chamber of Commerce to express our appreciation as discussed in this motion."

(ii) Motion proposed by Cllr Jason Fiddaman and seconded by Cllr Monica Lovatt

"This Council thanks Dr Lauren Gilmour, the Curator of Abingdon County Hall Museum, for the extensive work she has undertaken over the past six years and her efforts to secure substantial funds from grants and fundraising. This council also congratulates Dr Gilmour on her leadership of The Museum team, overseeing extensive change, including the multi-million pound redevelopment of 2011/2012 and re-establishing this centre-piece of the town as a main attraction.

"This Council also acknowledges the hard work of all of the Abingdon Museum team, including The Museum Friends, who have helped and supported Dr Gilmour with her hard work.

"Dr Gilmour retires on 31st March of this year and we wish her well in the future."

(iii) Motion proposed by Cllr Penny McDougall and seconded by Cllr Samantha Bowring

In order to ensure best practice and the optimum working of Abingdon Town Council, all appointed chairmen and vice chairmen of all Abingdon Town Council meetings of any description, including the chairman and vice chairman of the council, will attend a NALC approved training session in chairmanship skills within one month of their appointment as chairmen and vice chairmen; such courses will include a detailed explanation of the

council's standing orders. Existing Abingdon Town Council committee, sub committee, working party etc chairmen, and the Council chairman appointed during the 2011/2012 civic year will attend this training course by the end of March 2012. These training courses in chairmanship skills will be open to all Abingdon Town council councillors to attend should they wish to.

- (iv) Motion proposed by Cllr Samantha Bowring and seconded by Cllr Helen Pighills

To facilitate public participation and accountability, this council resolves to make audio recordings of all council meetings open to the public and post them on the Abingdon Town council website.

Such equipment will be available to hire by the public thereby enhancing the Guildhall facility and helping to offset equipment costs.

To enable all members of the council and the public to participate fully in meetings, this council resolves to use a microphone and hearing loop system at all Abingdon Town Council meetings held in the Guildhall.

To this end, the council resolves to purchase a conference microphone system which meets accessibility standards and has the facility to make digital audio recordings, referring this matter to the Finance and General Purposes Committee to fully explore the most cost-effective method of provision.

- (v) Motion proposed by Cllr Samantha Bowring and seconded by Cllr Angela Lawrence

This council resolves to match fund, up to £20,000, money raised by the community for a new skate park in South Abingdon.

- (vi) Motion proposed by Cllr Iain Littlejohn and seconded by Cllr Katie Nobes

This council welcomes the introduction of two hours of free parking in Abingdon by the Vale of White Horse District Council and mandates officers to actively promote this within the town to ensure residents and visiting shoppers are aware of the offer.

17 Notice of Motion to permanently vary Standing Orders

At that last meeting notice of a motion under Standing Order 34 (3), proposed by Cllr Sandy Lovatt and seconded by Cllr Alison Rooke was received as follows:

To amend Standing Order 24, Admission of the Public and Press to Meetings

The existing Standing Order to become part (a) and then a part (b) added that:

“subject to Standing Order 24 (a) above, members of the public are permitted to make representations, ask questions and give evidence in respect of any item of business included in the agenda for any meeting of the Council (with the exception of the Annual Meeting) and its standing committees, in accordance with the Council's code of practice in relation to public participation.”

In accordance with Standing Order 34 (3) the motion, having been proposed and seconded, was adjourned without discussion to this meeting.

18 Exclusion of the Public, Including the Press

The Mayor will move:

“That in accordance with section 1 (2) of the Public Bodies (admissions to Meetings) Act 1960, the public, including the press, be excluded from the meeting because of the confidential nature of the business to be transacted as summarised below.”

SECTION II (Excluding the public and the press)

19 Confidential appendix to the minutes of the Finance and General Purposes Committee held on 17 January 2012

To receive and consider the confidential appendix to the minutes of the Finance and General Purposes Committee held on 17 January 2012, and to approve any recommendations therein (to follow).

20 Confidential appendix to the minutes of the County Hall Museum Management Committee held on 10 January 2012

To receive and consider the confidential appendix to the minutes of the County Hall Museum Management Committee held on 10 January 2012, and to approve any recommendations therein (attached). Page 85.

21 Confidential appendix to the minutes of the Guildhall Committee held on 22 December 2011 and 10 January 2012

To receive and consider the confidential appendix to the minutes of the Guildhall Committee held on 22 December 2011 and 10 January 2012 (attached). Pages 86- 95.

22 Democratic matters

Confidential report of Town Clerk attached. Page 96.

Notes on Declarations of Interest

1. Any Member arriving after the start of the meeting is asked to declare personal interests, as necessary, as soon as practicable after their arrival even if the item in question has been considered.
2. With the exception of the circumstances listed in paragraph 9(2) of the Local Code of Conduct for Members, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgment of the public interest. In such circumstances, the Member must withdraw from the meeting room and should inform the Chair immediately.
3. It is not practical for the Town Clerk to offer detailed advice during the meeting on whether or not a personal interest should be declared, or whether a personal interest should also be regarded as prejudicial.