

4<sup>th</sup> November 2010

To: All Members of the Finance and General Purposes Committee

Councillor Lesley Legge	Chair of Committee/ Leader
Councillor Alastair Fear	Chair of Amenities & Recreation
Councillor Jim Halliday	
Councillor Patrick Lonergan	
Councillor Angela Lawrence	
Councillor Julie Mayhew-Archer	Chair CH Museum Mgt Ctte
Councillor Alison Rooke	
Councillor Tim Oates	Chair of Planning & Highways
Mayor of Abingdon	Ex-officio

Dear Member,

Your attendance is requested at a meeting of the Finance and General Purposes Committee to be held on **Wednesday 10 November 2010** in the Committee Room at the Old Abbey House, Abingdon, at 7pm. Please note that this is an additional meeting to that scheduled for Tuesday 9 November at 6 pm, for which a separate agenda has been issued. Should you have any queries on matters on this agenda please contact me.

Yours sincerely,

N. E. Warner  
Town Clerk

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## **A G E N D A**

### **SECTION I (Open to the Public Including the Press)**

#### **Part A**

1. **Apologies**

To receive any apologies for absence.

2. **Declarations of interest**

Members 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 the notes at the end of the agenda).

3. **Minutes**

To sign as a correct record the minutes of the meetings of the Finance and General Purposes Committee held on 29 September 2010 (reconvened confidential session from 28 September), 12 October 2010 and 20 October 2010 (reconvened confidential session)(attached **pages 5 – 8**).

4. **Matters Arising**

To discuss any matters arising from the previous meeting not covered elsewhere on the agenda.

5. **Statements and Questions from the Public**

To receive any statements and questions; these need to be submitted in writing to the Town Clerk 48 hours ahead of the meeting, i.e. by 7 pm on 8 November 2010. These may be e-mailed to [enquiries@abingdon.gov.uk](mailto:enquiries@abingdon.gov.uk), with a copy to [nigel.warner@abingdon.gov.uk](mailto:nigel.warner@abingdon.gov.uk).

**Part B: Matters referred and minutes of sub-committees, working parties and other bodies**

6. **Matters referred**

7. **Best Value Sub-Committee**

To receive and consider the minutes of the Best Value Sub Committee meeting which took place on 13 October 2010 and to consider any recommendations contained therein (**attached pages 9 -14**).

8. **Grants Sub-Committee Meeting**

To receive and consider the minutes of the Grants Sub-Committee meeting which took place on 2 November 2010 and to consider any recommendations contained therein (attached **pages 15-16**).

9. **Christmas Extravaganza Working Party**

To receive and consider the minutes of the Christmas Extravaganza Working Party meeting which took place on 29 September and 27 October 2010 and to consider any recommendations contained therein (**attached pages 17-20**).

10 **Cycling and Pedestrian Working Party**

To receive and consider the minutes of the Cycling and Pedestrian Working Party and which took place on 8 September 2010 and to consider any recommendations contained therein (attached **pages 21-22**).

11 **Town Crier Editorial Working Party**

To receive and consider the minutes of the meeting of the Town Crier Editorial Working Party which took place on 19 October 2010 and to consider any recommendations contained therein (attached **pages 23-24**).

12 **Twinning Forum**

To note the minutes of the Meeting of the Twinning Forum which took place on 19 October 2010 and to consider any recommendations contained therein (attached **pages 25-27**).

13 **Abingdon Joint Environmental Trust**

The Council is represented on the above body and minutes of the last meetings are enclosed so Members are kept up to date with developments.

Members are requested to note the minutes of the meeting of 15 October 2010 (attached **pages 28-31**).

14 **Choose Abingdon Partnership Board**

The Council is represented on the above body and minutes of the last meetings are enclosed so Members are kept up to date with developments.

Members are requested to note the attached financial summary, Chairman's report and Partnership Manager's report (**pages 32-42**).

**Part C: Financial**

15 **Schedule of Accounts**

To approve the Schedule of Payments for September 2010 (**pages 44-46**).

See also report of Town Clerk.

16 **Financial and Performance Monitoring and General Report of the Town Clerk/ Responsible Financial Officer**

Report of Town Clerk (**pages 47-52**).

**Part D: Town Council services**

17 **Market Place Events**

Please find attached a copy of the draft programme for 2011 (**pages 53-54**).

18 **Abingdon Visitor & Community Information Centre Consultation**

Report of the Deputy Town Clerk

At the 7 September 2010 meeting, the Finance & General Purposes Committee resolved that a consultation on the proposed change in staffing hours should be conducted. Invitations to respond to the consultation were sent to all relevant staff, Abingdon Chamber of Commerce (ACC), Abingdon Business Alliance (ABA), Choose Abingdon Partnership (ChAP) and the local branch of Unison. To date responses have been received from all staff and the Abingdon Chamber of Commerce.

The ABA want to consult all their members and therefore will be placing the consultation on their website. ChAP did not meet in October due to the Loyalty Card Scheme Launch, so consequently have not had the opportunity to discuss their response. The local branch of Unison has failed to respond. In view of the above, the Chair of the Visitor & Community Information Centre Review Working Party and the Chair of Finance & General Purposes Committee, have agreed that in order to get a balanced view the deadline for responses should be extended, and that these should be presented to the next Finance & General Purposes Committee on 19 January 2011.

19 **Michaelmas and Runaway Fairs**

Report of Projects and Technical Manager (**attached page 55**).

**Part E: Consultations**

20 **Local Government Boundary Commission for England Review on County Councillors representing Oxfordshire County Council**

The attached letter from the Local Government Boundary Commission for England explains that an electoral review of the county electoral divisions has commenced. The Commission is asking parish and town councils for their opinions through three stages of consultation.

This stage of the electoral review focuses on the number of county councillors representing Oxfordshire County Council. A main question is “do we think the number of county councillors is currently about right, or would we support more or fewer county councillors?” The next two stages of consultation will happen in 2011, and will focus on the county electoral divisions. Further information can be found via <http://www.lgbce.org.uk/all-reviews/south-east/oxfordshire/oxfordshire-county-council-fer>

Members are asked to consider whether they wish to respond to the first stage of the Review. The deadline for responses is 22 November 2010.

The Council’s website also contains details of the review, and posters have been distributed for display on the town’s notice boards (**attached pages 56-57**).

21 **Community Strategies – consultation on priorities 2011/12**

Please find attached a copy e-mail from the District Council regarding the above. This has been forwarded to all Members. The Committee is

requested to consider whether it should delegate authority to an officer/ Members to submit a corporate response. The online survey may be found at [http://www.whitehorsedc.gov.uk/news\\_views/consultation/DetailPage-8037.asp](http://www.whitehorsedc.gov.uk/news_views/consultation/DetailPage-8037.asp) and ends on 12<sup>th</sup> November 2010 (**attached page 58**).

22 **Dates of future meetings**

To note that future meetings of this committee are due to take place on:  
Tuesday 7<sup>th</sup> December (budget)  
Tuesday 11<sup>th</sup> January 2011  
Tuesday 15<sup>th</sup> February  
Tuesday 15<sup>th</sup> March.

Special meetings may be called at any time by the Chair, giving requisite notice, and these may be likely due to the various ongoing projects.

23 **Publicity**

The Committee is requested to consider any items for which it wishes press releases etc to be made.

**SECTION II (Excluding the public and the press)**

24 **Exclusion of the public, including the press**

The Chair will move:

That in accordance with section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960 (as extended by Section 100 of the Local Government Act 1972), the public (including the press) be excluded from the meeting because of the confidential nature of the business to be transacted, as summarised below:

- Confidential Minutes of the Finance & General Purposes Committee held on ;
- Matters arising and matters referred;
- War Memorial.

**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 judgement 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.