

Abingdon-on-Thames Town Council

Minutes of the Guildhall Committee held on Wednesday 13th February 2013 at 5.30pm in the Committee Room at the Old Abbey House, Abingdon-on-Thames

Present:

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| Cllr Iain Littlejohn | Chairman |
| Cllr Lesley Legge | |
| Cllr Alison Rooke | |
| Cllr Sandy Lovatt | Leader |

In attendance:

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| Ms Johannah Aynsley | Guildhall Manager |
| Mr David Boyd | Architect |
| Mr Justin King | Mechanical and Electrical Engineer |
| Mr Daniel Lewandowski | Architect |
| Mr Steve Rich | Head of Service Delivery |
| Mr Peter Turvey | Quantity Surveyor |
| Mr Nigel Warner | Town Clerk (Clerk to the meeting) |

G96. **Apologies for Absence**

Apologies for absence were received from Cllr Marilyn Badcock; Cllr Katie Nobes and Ms Heather Brown.

G97. **Declarations of Interest**

None

G98. **Minutes**

The Committee received and considered the minutes of the meeting of the Guildhall Committee held on 9th January 2013.

Resolved: that the minutes of the meeting of the Guildhall Committee held on 9th January 2013 be signed by the Chairman as a correct record.

G99. **Matters Arising**

There were no matters arising which were not covered elsewhere on the agenda.

G100. **Date of next meeting and calendar of meetings.**

It was noted that the date of the next meeting had been agreed as Monday 4th March 2013 and that subsequent meetings had been arranged for:

Thursday 4th April (note change of date, as agreed by the Committee);
Tuesday 30th April.

The Chairman of the Committee, Cllr Iain Littlejohn, reported that the architects were running a little late and that therefore he asked the Committee's permission to vary the order of business on the agenda.

G101. **Exclusion of the Public including the Press**

The Chairman moved and it was **resolved**:

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.

G102. **Guildhall Property Matters**

The Committee received and considered the confidential report of the Town Clerk in relation to the above.

- a) Royse Court Offices
The update, including the timetable of works, was approved.
- b) Licence in relation to Council owned land
Please see confidential appendix.

Members of the Council's professional project team, Mr David Boyd, Mr Justin King, Mr Daniel Lewandowski and Mr Peter Turvey entered the meeting at this point, it being 5.50pm.

G103. **Guildhall Development and Improvements**

The Chairman of the Committee, Cllr Iain Littlejohn, introduced the Council's professional team who has been working with the Council's project team to deliver the Council's brief for Phase Two of the Guildhall Improvements project. The Council's architects had been commissioned to draw up plans up to and including RIBA Level D.

The Council's architects updated Members with their emerging plans in relation to the building as detailed in the confidential appendix. Members were content that the plans were meeting the Council's project brief and gave their approval that work should continue based on these plans.

G104. **Manager's Report**

The Committee received and considered the confidential report of the Guildhall Manager. The Manager circulated a copy of the new Guildhall brochure at the meeting. Members were

content with the look and content of the brochure and asked that consideration be given to the use of green and gold where appropriate as these were the town colours.

See also the confidential appendix.

Resolved that the report of the Manager, including the financial update, be approved.

G105. **Charitable Status**

The Committee received and considered a confidential summary from the Council's solicitor which summarised the legal issue relating to the setting up of a charity to operate the Guildhall and the responsibilities of charity trustees.

It was **resolved** that the solicitor, Mrs Margaret Creighton, of ASB Law be invited to meet with the Committee to discuss matters further on Tuesday 16th April, 2013 at 5.00pm

The meeting rose at 7.30pm.