

28<sup>th</sup> November 2013

To: All Members of the Finance and General Purposes Committee

Cllr Sandy Lovatt	Chairman
Cllr Alison Rooke	Vice-Chairman
Cllr Marilyn Badcock	
Cllr Michael Badcock	Chairman of Planning & Highways Committee
Cllr Iain Littlejohn	Chairman of Audit & Performance Sub- Committee
Cllr Monica Lovatt	
Cllr Julie Mayhew-Archer	Chairman of County Hall Museum Management Committee
Cllr Patrick Lonergan	
Cllr Helen Pighills	Chairman of Amenities & Recreation Committee
Cllr Samantha Bowring	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 **Tuesday 3<sup>rd</sup> December 2013 at 7pm** in the Committee Room at the Old Abbey House, Abingdon.

Should you have any queries on this agenda, please contact Nigel Warner on 01235 522642.

Yours sincerely,

N E Warner  
Town Clerk

## A G E N D A

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

1 **Apologies**

To receive any apologies for absence.

2 **Declarations of interest**

To receive any declarations of interest from Members in relation to any items to be considered at the meeting in accordance with the Local Code of Conduct.

3 **Minutes**

To sign as a correct record the attached minutes of the meeting of the Finance and General Purposes Committee held on 10<sup>th</sup> September 2013 and of the Special meeting held on 11<sup>th</sup> November 2013 (attached, pages 5-23).

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 should be submitted in writing to the Town Clerk no later than 5pm on Monday 2<sup>nd</sup> December 2013. This may either be by letter to the address above or by e-mail 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).

6 **Choose Abingdon Partnership (ChAPs)**

To note and receive the minutes of the Choose Abingdon Partnership Board of 10<sup>th</sup> September and 5<sup>th</sup> November 2013 (attached pages 24-32).

As previously agreed, the ChAPS Manager, Ms Heather Brown, will be present at the meeting to answer any queries in relation to these matters.

7 **Audit and Performance Sub-Committee**

To receive and consider the minutes, together with any recommendations contained therein, of the meeting of the Audit and Performance Sub-Committee of 14<sup>th</sup> November 2013 (attached pages 33-35).

8 **Communications Sub-Committee**

To receive and consider the minutes, together with any recommendations contained therein, of the meeting of the Communications Sub-Committee which took place on 3<sup>rd</sup> October 2013 (pages 36-38).

9 **Grants Sub-Committee**

To receive and consider the minutes, together with any recommendations contained therein, of the meeting of the Grants Sub-Committee which took place on 11<sup>th</sup> November 2013 (pages 39-40).

10 **Personnel Sub-Committee**

To receive and consider the minutes, together with any recommendations contained therein, of the meeting of the Personnel Sub-Committee which took place on 3<sup>rd</sup> October 2013 (pages 41-42). The Chairman of the Personnel Sub-Committee, Cllr Marilyn Badcock, to report to update Members in relation to the matters outlined in the minutes.

11 **Matters Referred**

Budget estimate items under agenda item 12.

12 **Financial report including Estimates 2014/15**

To receive and consider the reports of the Treasurer (12 a) (pages 43-50) and the Town Clerk/ Responsible Finance Officer (12 b) (circulated as a separate document).

13 **Market Place**

To receive and consider the report of the Market Place Co-Ordinator in relation to the above. (pages 51-54).

14 **Community Governance Review Consultation**

Report of the Town Clerk attached (pages 55-66).

15 **Publicity**

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

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

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

The Chairman 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.

Confidential papers to follow separately.

17 **Confidential appendix**

To approve the confidential appendix to the minutes of the meetings of 10<sup>th</sup> September 2013 as a correct record.

18 **Matters arising**

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

19 **Property matters**

- (i) To receive and consider the confidential report of the Town Clerk in relation to the Michaelmas and Runaway Fairs.
- (ii) To receive and consider the confidential report of the Head of Service Delivery in relation to the Roysse Court Project.
- (iii) To receive the Abbey Meadows Outdoor Swimming Pool Final Operating report for 2013 (Vale of White Horse District Council).

20 **Abingdon-on-Thames Portal**

To receive and consider the confidential report of the Deputy Town Clerk.

21 **Twinning**

To receive and consider the confidential report of the Twinning Officer.

22 **Choose Abingdon Partnership**

To receive and consider the confidential report of the Town Clerk.

23 **Staffing Matters**

Confidential report to follow.