

9<sup>th</sup> August 2013

To: All Members of the Guildhall Committee

Councillor Iain Littlejohn - Chairman  
Councillor Alison Rooke - Vice-Chairman  
Councillor Marilyn Badcock  
Councillor Lesley Legge  
Councillor Katie Nobes  
Cllr Samantha Bowring - Mayor of Abingdon-on-Thames (ex-officio)  
Cllr Sandy Lovatt - Chairman Finance and General Purposes Committee (ex-officio)  
Ms Heather Brown – Co-opted member

To: All Other Members for Information

Dear Member,

Your attendance is requested at a meeting of the Guildhall Committee to be held on **Wednesday 14<sup>th</sup> August 2013 at 5.00 p.m.** in the Committee Room at the Old Abbey House.

Any background papers referred to may be inspected by prior arrangement. Should you have any matters on the agenda please contact the Town Clerk.

Yours sincerely

N E Warner  
Town Clerk

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## A G E N D A

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 minutes of the meeting of the Guildhall Committee held on 18<sup>th</sup> July 2013 (attached).

4 **Matters arising**

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

5 **Property Matters – Roysse Court**

To receive the report of the Head of Service Delivery in relation to the above.

6 **Manager's Report**

To receive the report of the Guildhall Manager.

7 **Date of next meeting and calendar of meetings**

The calendar of meetings for the year has been agreed as follows, all meetings being scheduled for 5.30 pm on Thursdays:

12<sup>th</sup> September; 17<sup>th</sup> October; 21<sup>st</sup> November; 19<sup>th</sup> December; 16<sup>th</sup> January 2014; 27<sup>th</sup> February; 6<sup>th</sup> March; 10<sup>th</sup> April.

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

The Chairman will move and request the Committee to approve the following resolution:

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.

9 **Confidential appendix to the minutes of the meeting of 18<sup>th</sup> July 2013**

To sign as a correct record the confidential appendix to the minutes of the meeting of the Guildhall Committee held on 13<sup>th</sup> June 2013.

10 **Manager's Report**

To receive the confidential section of the report of the Guildhall Manager.

11 **Guildhall: Commercial Viability Assessment**

To receive the confidential report of the Town Clerk in relation to the above (to follow).

12 **Charitable status**

To receive the confidential report of the Town Clerk in relation to the above.

13 **Guildhall Improvement Project Phase 2 - Fundraising**

To receive the confidential report of the Guildhall Manager in relation to the above.

