

4th January 2013

To: All Members of the Guildhall Committee

Councillor Marilyn Badcock
Councillor Lesley Legge
Councillor Iain Littlejohn
Councillor Katie Nobes
Councillor Alison Rooke
Mayor of Abingdon-on-Thames (ex-officio)
Chairman Finance and General Purposes Committee (ex-officio)
Ms Heather Brown (co-opted in a personal capacity)

To: All Other Members for Information

Dear Member,

Your attendance is requested at a meeting of the Guildhall Committee to be held on **Wednesday 9th January 2013 at 7.30 p.m.** in the Committee Room at the Old Abbey House. Please note the change of both date and time for this meeting, as previously requested by the Committee and advised to Members.

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

AGENDA

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 18th December 2012 (to follow).

4 **Matters arising**

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

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

The date of the next meeting has been agreed as Wednesday 6th February 2013 at 5.30 pm.

Subsequent meetings have been arranged for:

Thursday 7th March;
Wednesday 3rd April;
Tuesday 30th April.

6 **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.

7 **Confidential appendix**

To sign as a correct record the confidential appendix to the minutes of the meeting held on 18th December 2012 (to follow).

8 **Guildhall Development and Improvements**

Following the procurement of architectural services for Stage 2 of the Guildhall Improvement Project, Lewandowski Willcox have been appointed by the Council. They will act as architects to RIBA Stage D, up to and including the submission of planning permission.

Lewandowski Willcox will be attending to meet with the Committee, update Members on their proposals for undertaking the work and agree the way forward for the delivery of this Project over the coming months.