

27th February 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 **Monday 4th March 2013 at 7.00 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 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



PP 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 13th February 2013 (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 Thursday 4th April 2013 at 5.30 pm.

Subsequent meetings have been arranged for:

Tuesday 30th April.

6 **Manager's Report**

To receive and consider the report of the Guildhall Manager. This will follow.
There may be items within this report which should be taken under the confidential part of the agenda.

7 **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.

8 **Guildhall Development and Improvements**

The Council's architects, Lewandowski Willcox, have been working with the Council's project team on the architectural proposals to deliver the Council's brief for Phase Two of the Guildhall Improvements Project. Members will be aware that the architects have been commissioned to draw up plans up to and including RIBA Level D.

The Council's architects will be present at the meeting to update Members regarding their work and proposals to date and to seek guidance on any specific issues in order that they can move forward on this matter until the next meeting

9 **Guildhall Property Matters (confidential report of the Town Clerk)**

To receive and consider the confidential report of the Town Clerk (to follow).