

**Minutes of the Town of Abingdon-on-Thames held at 7pm on 25 September 2013 in the Roysse Room, Guildhall, Abingdon-on-Thames.**

**Present**

Cllr Samantha Bowring	Mayor of Abingdon-on-Thames
Cllr Angela Lawrence	Deputy Mayor of Abingdon-on-Thames
Cllr Alice Badcock	
Cllr Marilyn Badcock	
Cllr Michael Badcock	
Cllr Jason Fiddaman	
Cllr Jeanette Halliday	
Cllr Lesley Legge	
Cllr Iain Littlejohn	
Cllr Patrick Lonergan	
Cllr Monica Lovatt	
Cllr Sandy Lovatt	
Cllr Julie Mayhew-Archer	
Cllr Hermann Matheson	
Cllr Katie Nobes	
Cllr Lorraine Oates	
Cllr Helen Pighills	
Cllr Alison Rooke	
Cllr Andrew Todd	

**In Attendance**

Mr Nigel Warner	Town Clerk
Mrs Sandra Hill	Deputy Town Clerk (Clerk to the meeting)
Mr Steve Rich	Head of Service Delivery

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

**C23 Prayers**

Prayers were taken by Suleman Ibn Moosa of Abingdon-on-Thames Muslims.

**C24 Freeman's Bars**

The award of the Freedom of the Town is the highest award that the Town Council can bestow. It is awarded to persons or individuals who have rendered outstanding service to the Town.

The Mayor relayed a short history detailing how the office of Freeman developed, and presented Freeman Bars to those Freeman who hold past Mayor's badges and who have not already received their bar – these were awarded to:

.  
Mr Michael Matthews – 1998  
Mr Ewart Hemmings – 2000  
Dr Vernon Butt – 2004

*Cllr Iain Littlejohn joined the meeting at this point – the time being 7.10pm*

C25 Public Participation

No statements were made or questions asked by members of the public.

C26 Apologies

Apologies were received from Cllrs Angela Lawrence and Aidan Melville.

C27 Declarations of Interest

Cllr Jeanette Halliday indicated that as a nearby resident of the Guildhall she could potentially have a pecuniary interest in the item at minute C35 and C44 (Guildhall Committee) and would leave the meeting should the matter be discussed.

C28 Minutes

**Resolved** to adopt and sign as a correct record the minutes of the Council of Abingdon-on-Thames held on 12 June 2013, and of the Special Meeting held on 1 August 2013 – subject to the correction of the spelling of Cllr Hermann Matheson's name on both sets of minutes.

C29 Mayor of Abingdon-on-Thames

**Resolved** to note the Mayor and Deputy Mayor's engagements for the period from 1 June 2013 to 15 September 2013 – subject to the following amendment: Abingdon Ladies Netball should read: Abingdon Vale Netball Club.

The Mayor announced that the following events would be taking on place on:

6 October	-	8pm Fair Service
21 October	-	9am Freedom Parade and Church Service
1 November	-	Halloween Party – tickets, £10 each.
8 November	-	Quiz and Supper – tickets, £20 each.
28 November	-	Charter Day – the council are looking for volunteers to help with school groups.
6 December	-	Over 70's Christmas Party.
TBC	-	Mayor's Christmas Reception.
27 February	-	PHAB event – Northcourt Centre.
7 March	-	Mayor's Ball – tickets, £40 each.
29 March	-	Clubs & Societies Day.
TBC	-	Morris Men Challenge.

C30 Questions under Standing Order 10

There were no questions raised under Standing Order 10.

C31 Finance and General Purposes Committee

The Council received and considered the minutes of the Finance and General Purposes Committee held on 10 September 2013, and of the Special Meetings held on 24 June, 2 July and 1 August 2013.

Minutes – 10 September 2013

In considering the **recommendation** on page 38 – Minute F54:

The Chairman of Finance & General Purposes reported that the Committee had concerns about the one year shop ban for those who had been listed under the scheme, and the detrimental impact this may have on them - such as difficulties in accessing other shops due to transport problems.

It was further reported that the posters had already been printed without the Town logo.

**Resolved** that this matter be deferred to a future Town Council at which point the scheme would have been in operation for a period of time.

P 35 - Minute F51 – Matters Referred, 3<sup>rd</sup> paragraph – 2<sup>nd</sup> line:

Should read: “**resolved** (rather than recommended) that the Parish rate for burial in the town’s cemeteries should apply up to two years for those leaving the area for residential or nursing care needs.....”

P 45 - Communications Strategy.

**Resolved** to approve the Council’s Communications Strategy.

P40 – Minutes F54 Recommendation – Consultations Received from External bodies.

In relation to the Abingdon specific terms of reference, whilst the Members believed that there was merit in co-terminosity between boundaries, in many cases they considered that the most important matter to take into account was the need for Town Council ward boundaries to reflect the natural boundaries of the town. It was therefore proposed by Cllr Michael Badcock, seconded by Cllr Alison Rooke and **resolved** that the terms of reference include:

"Revising the boundaries of parish wards so that they better reflect the natural boundaries of the town."

Members also **resolved** that the terms of reference include the provision for consideration of ward names so that these better reflect the areas which they cover.

Members did not express a view on the suggestion from the Oxfordshire Association of Local Councils that consideration be given to amalgamating very small parish councils or parish meetings; they considered that these were

best considered by those councils/ meetings and communities potentially affected.

Members raised the matter of the potential for a more wide-ranging change in terms of local government structure for the area, the possibility of a County authority and then an authority, similar to the old Abingdon Borough Council. The Town Clerk stated that this was not within the remit of the Community Governance Review, whose powers relate only to parish matters. Consequently he would make enquiries regarding the mechanism for restructuring of principal authorities works. A proposal to progress this matter was **resolved** by 8 votes in favour, 7 against and 4 abstentions. Cllr Michael Badcock requested that his abstention be recorded.

P42 – Minutes F59 – Matters Referred (a) Property Working Group.

It was proposed, seconded and **resolved** that the Property Working Group should be increased to a membership of six Members, and further **resolved** that the Working Group would consist of:

Cllr Marilyn Badcock	(existing member)
Cllr Helen Pighills	(existing member)
Cllr Patrick Lonergan	(new member)
Cllr Monica Lovatt	(new member)
Cllr Julie Mayhew-Archer.	(new member)
Cllr Andrew Todd	(new member)

The Town Clerk reported that the Council had received an unqualified audit report for the year ending 31 March 2013.

He further reported that in relation to the Flood Forum on page 7, C119– the Forum has been arranged for 24 October 2013 from 6-8pm.

**Resolved** that the minutes of the Finance & General Purposes Committee meeting held on 10 September 2013, and of the Special Meetings held on 24 June, 2 July and 1 August 2013, together with the appropriate recommendations therein, be approved

### C32 County Hall Museum Management Committee

The Council received and considered the minutes of the meeting of the County Hall Museum Management Committee held on 3 September 2013.

Page 55 – Minute M19 – Curatorial Matters

A question was raised in relation to the 50<sup>th</sup> Anniversary Exhibition (September – November 2014) of Abingdon Fire Station, and whether the station has been sited at Ock Street for 50 years. It was **resolved** that the Council's Archivist be asked to research this matter.

**Resolved** that the minutes of the County Hall Museum Management Committee held on 3 September 2013, together with the recommendations therein, be approved.

C33 Amenities and Recreation Committee

The Council received and considered the minutes of the meeting of the Amenities and Recreation Committee held on 28 August 2013.

It was highlighted that this year's flower displays were quite spectacular. Visitors to the Town requested for praise is passed-on regarding cleanliness, flower displays and what a lovely town Abingdon was to visit.

**Resolved** that the minutes of the meeting of the Amenities and Recreation Committee held on 28 August 2013, together with the recommendations therein, be approved.

C34 Planning and Highways Committee

The Council received and considered the minutes of the Planning and Highways Committee meetings held on 17 June, 8 July, 29 July, 19 August and 9 September 2013.

8 July 2013 Minutes

Minute 11-9 – Radley College

It was reported that the District Council had rejected the application for the construction of up to 55 dwellings as the land was designated as 'Green Belt' taking into account insufficient infrastructure.

19 August 2013 Minutes

Minute 04 - Matters Arising

With regard to the Abingdon Marathon, the Chairman of the Committee, Cllr Michael Badcock stated that the Committee had not received proper notification regarding the Abingdon Marathon. The Committee was not against the Marathon but had concerns regarding some of the highway arrangements. Consequently the Town Clerk had been requested to contact Oxfordshire County Council regarding this matter.

**Resolved** that the minutes of the Planning and Highways Committee meetings held on 17 June, 8 July, 29 July, 19 August and 9 September 2013, together with the recommendations therein, be approved.

C35 Guildhall Committee

The Council received and considered the minutes of the Guildhall Committee meetings held on 13 June, 18 July, 14 August and 12 September 2013.

**Resolved** that the minutes of the Guildhall Committee meetings held on 13 June, 18 July, 14 August and 12 September 2013, together with the recommendations therein, be approved.

C36 To receive Notices of Motions under Standing Order 8 as follows:

Proposed by: Cllr Alice Badcock, seconded by: Cllr Andrew Todd.

*"This Council supports the 2014 Real Poppy Project, which is sponsored by the Royal British Legion and financed by B&Q, the DIY Company. The purpose of this project is to commemorate the Centenary of the start of World War I (28 July 1914 - 11 November 1918) and to remind us of the personal sacrifice by nearly 40 million people, worldwide, who were killed, wounded and posted missing as a result of this conflict. In order to demonstrate this support this Council instructs the Amenities & Recreation Committee to make this the theme of Abingdon in Bloom 2014 and to buy poppy seeds from B&Q so that proceeds of these sales can go to the British Legion Poppy Appeal."*

Cllr Alice Badcock spoke to the Motion highlighting that it has been presented early so the Abingdon-in-Bloom Sub-Committee could consider it for next year. The sales of the poppy seeds would support the British Legion.

Several points, suggestions and amendments were put forward and debated. It was proposed, seconded and **resolved** that all previous amendments be withdrawn, and that the motion be amended to read:

*"This Council supports the 2014 Real Poppy Project, which is sponsored by the Royal British Legion and financed by B&Q, the DIY Company. The purpose of this project is to commemorate the Centenary of the start of World War I (28 July 1914 - 11 November 1918) and to remind us of the personal sacrifice by nearly 40 million people, worldwide, who were killed, wounded and posted missing as a result of this conflict. In order to demonstrate this support this Council recommends that the Amenities and Recreation Committee incorporate poppies into the theme of Abingdon in Bloom 2014, and to buy poppy seeds from B&Q to encourage others in the Town to support this."*

The amendment was accepted by the proposer and seconder of the original motion and the Council then **resolved** unanimously to approve the Motion that:

*"This Council supports the 2014 Real Poppy Project, which is sponsored by the Royal British Legion and financed by B&Q, the DIY Company. The purpose of this project is to commemorate the Centenary of the start of World War I (28 July 1914 - 11 November 1918) and to remind us of the personal sacrifice by nearly 40 million people, worldwide, who were killed, wounded and posted missing as a result of this conflict. In order to demonstrate this support this Council recommends that the Amenities and Recreation Committee incorporate poppies into the theme of Abingdon in Bloom 2014, and to buy poppy seeds from B&Q to encourage others in the Town to support this."*

C37 Representation on outside bodies

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

### Preston Road Community Centre

Members considered whether or not to appoint a Trustees or members of the Facilities Committee of Preston Road Community Centre. Members of the Facilities Committee would not necessarily need to serve as Trustees. It was suggested that those appointed should be local members.

It was proposed by Cllr Alison Rooke, seconded by Cllr Michael Badcock and **resolved** that Cllr Aidan Melville be nominated by the Council to serve on the Preston Road Community Centre Facilities Committee. As Cllr Melville was absent, the Town Clerk would need to check with him regarding whether he wished to accept this nomination.

It was proposed by Cllr Sandy Lovatt, seconded by Cllr Alice Badcock and **resolved** that Cllr Jason Fiddaman be nominated by the Council to serve on the Preston Road Community Centre Facilities Committee.

It was further **resolved** that they should report back to Town Council regarding matters in relation to the Community Centre, in due course .

### South Abingdon Residents' Plan

Members considered whether or not to appoint a representative/s to the South Abingdon Residents' Association. It was pointed out that any local member could attend meetings. It was resolved by 10 votes in favour, 0 against and 9 abstentions that the Council appoint two representatives to the South Abingdon Residents' Plan.

It was proposed by Cllr Alice Badcock, seconded by Cllr Alison Rooke and **resolved** that Cllr Jason Fiddaman should be one of the Council's representatives.

It was proposed by Cllr Alison Rooke, seconded by Cllr Lesley Legge and **resolved** that Cllr Julie Mayhew should be one of the Council's representatives. In accepting the Council's nomination, Cllr Mayhew-Archer stated that she considered it preferable that the representatives be local members.

It was further **resolved** that all local Members should be included in all local correspondence and that the Council should give the Association a copy of this year's Council Meeting dates, and future year's dates as soon as they are approved to try to eliminate the Association's meetings coinciding with Town Council meetings.

In highlighting the need for meeting dates to be sent to the Association, it was **resolved** that the Town Clerk should officially write to the Vale of White Horse District Council to ask that they plan and agree annual meeting dates as soon as possible, in order for the Town Council to arrange their meeting dates.

C38 Calendar of Meetings and Special Meeting in November 2013

The meeting noted the Council meetings scheduled for the following dates:

18 December 2013;  
29 January 2014 (*if necessary for budget*);  
19 March 2014;  
7 May 2014.

The Town Clerk explained that a special meeting or a number of meetings of both the Council and the Finance and General Purposes Committee, in relation to a funding bid to HLF for the Guildhall Project and other matters, are likely to be required during November 2013.

It was resolved that the following dates be provisionally booked:

Special Town Council - Monday 4 November 2013;

Special Meeting of Finance & General Purposes, followed by Town Council, Thursday 7 November 2013 and

The Guildhall Committee scheduled for 17 October 2013, be rescheduled for 3pm on Wednesday 23 October 2013.

C39 Exclusion of the Public, Including the Press

The Mayor moved:

*“That in accordance with section 1 (2) of the Public Bodies (admissions to Meetings) Act 1960, the public, including the press, be excluded from the meeting because of the confidential nature of the business to be transacted as summarised below.”*

SECTION II (Excluding the public and the press)

C40 Confidential appendix to the minutes of the Town Council

**Resolved** to adopt and sign the confidential appendix to the minutes of the Town Council held on 12 June 2013.

C41 Confidential appendix to the minutes of the Finance and General Purposes Committee

**Resolved** to receive confidential appendix to the minutes of the Finance and General Purposes Committee held on 10 September 2013, and of the Special Meetings held on 24 June, 2 July, and 1 August 2013 and approve any recommendations therein .

See confidential appendix.

C42 Confidential appendix to the minutes of the County Hall Museum Management Committee

**Resolved** to receive and consider the confidential appendix to the minutes of the County Hall Museum Management Committee held on 3 September 2013, and to approve any recommendations therein.

C43 Confidential appendix to the minutes of the Amenities and Recreation Committee

**Resolved** to receive and consider the confidential appendix to the minutes of the Amenities and Recreation Committee held on 28 August 2013, and to approve any recommendations therein.

C44 Confidential appendix to the minutes of the Guildhall Committee

*Cllr Jeanette Halliday, as a nearby resident of the Guildhall could potentially have a prejudicial interest and left the meeting at 9.44pm.*

**Resolved** to receive the confidential appendix to the minutes of the Guildhall Committee held on 13 June, 18 July, 14 August and 12 September 2013, and to approve any recommendations therein.

The meeting rose at 9.45pm.