



ABINGDON-ON-THAMES TOWN COUNCIL

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16 September 2020

To All Members of the **Amenities and Recreation Committee:**
:

Councillor Jim Halliday - Chairman
Councillor Andrew Coveney - Vice Chairman
Councillor Charlie Birks
Councillor Grace Clifton
Councillor Eric de la Harpe
Councillor Robert Maddison

Chair of Finance and General Purposes Committee (ex-officio)

To: All other Town Council Members for information only

Dear Sir/Madam

Your attendance is requested at a meeting of the Amenities & Recreation Committee to be held on **Wednesday 23rd September 2020 at 7.00 pm.**

Due to the Covid-19 pandemic and in order to observe Government regulations the Town Council will hold this meeting online and not in person, in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations").

The meeting ID will be forwarded to Members separately. Any members of the public who wish to attend should e-mail me at nigel.warner@abingdon.gov.uk and you will be sent the relevant link.

The meeting will be conducted in the same way, as far as possible, as a meeting in person. Members of the public may view the meeting online and may, with notice, make representations.

Should any Member be unable to attend and wish to appoint a substitute to the meeting, they should inform me at nigel.warner@abingdon.gov.uk and cc enquiries@abingdon.gov.uk.

Any queries on the agenda should also be directed to me.

Yours faithfully.

Nigel Warner

Nigel Warner
Town Clerk/ signed electronically.

AGENDA

1. **Apologies for Absence**

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 held on 9th June 2020 (previously circulated and approved by the Town Council as a report of the meeting; attached).

4 **Matters Arising not covered elsewhere on the agenda**

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

Item A12 – Cremated Remains – This is in the programme of works to be carried out by Cemetery and Works Supervisor at a future date

Item A15 – Roundabout Islands – There has been no further update on this matter and the “Tesco” and “McDonalds” roundabouts continue to look bad. The Council has asked District Council Members to try and expedite matters concerning maintenance of roundabouts in the town.

Item A26 – Notice Boards – The Notice Boards have been delivered and are waiting installation by the Works Team. Due to the current pandemic this is not yet possible due to social distancing being practiced by all Council staff and it is a two - or three - man job. The Cemetery and Works Supervisor will advise the Committee on the current situation with regard to installations.

The bus shelter notice boards have now been repaired and are ready for use although, because of their fragile state, it will be the Works Team that keeps them updated with information supplied.

David Ogilvie Engineering Ltd have been chased several times concerning a round notice board for the Market Place with no success. Members are asked if they wish to proceed with such a notice board or whether they would like to try another design.

Item A47 – Spring Road Cemetery Grazing – Members previously gave permission to graze sheep and install beehives in the Spring Road Cemetery. The Cemetery and Works Supervisor advises that a beehive has been installed in the cemetery and everything seems to be working well.

Item A48 – Spring Garden Cemetery Lodge Shower – A quote has been received to install and modify the cemetery lodge bathroom. The Cemetery and Works Supervisor now has to fix a date with the contractor to install and carry out the necessary works.

Item A49 – Benches on St Helen's Wharf – All benches of the Wharf have now been replaced with re-used plastic seating.

Item A59 – Tree Survey and Planting – Officers have gone out to tender for the remainder of the tree survey work that cannot be undertaken by the Works Team. Out of three firms asked to tender, two are responding and one has declined. The result of the tenders should be known shortly.

The planting of new trees at Boxhill Recreation Ground will take place in the Autumn once trees along the northern border have been felled.

Item A64 – Bus Shelters – It is hoped that the new bus shelter near the Boundary house will now be installed week commencing the 5th October 2020. This has taken some time to arrange and for the Vineyard Bus Stop your officers are now looking at another company used by the County Council.

Item A66 – Bicycle Rack Outside Abbey Cinema – Six circular cycle racks have been ordered for outside the Abbey cinema.

Item A68 – Twinning plaque – due to Covid -19 pandemic this was held up and the order has now been cancelled. Members may wish to discuss other twinning signage.

5 **Financial Report**

To receive and consider the financial report of the Treasurer / Responsible Finance Officer. Also, to receive and approve the financial report for the period 1st April 2020 to 31st August 2020. Members are requested to approve the management accounts for these periods.

Members are requested to note that at the November meeting budgets for 2021 / 2022 will be discussed. If Members have any items of expenditure they wish to include in the Amenities and Recreation budget they should let officers know so that an estimate can be produced for the budget exercise.

6 **Cemetery and Works Supervisor's Report**

To receive a report from the Cemetery and Works Supervisor (to follow).

7. **Fishing – Abingdon Waters**

The Cemetery and Works Supervisor will give a short verbal report on Fishing along Wilsham Road to the Committee. An officer recommendation regarding fishing rights along Wilsham Road will be made to the Committee and Members are asked to discuss and instruct their officers accordingly.

This matter is being brought to the attention of the Committee for health and safety purposes and complaints from local residents.

8 **New Cemetery**

There has been no further movement on the provision of a new cemetery. A new Member of staff at the District Council has just recently joined their property department and has made contact with the Town Council. We await further contacts regarding the new cemetery.

9. **Abingdon Fairs and Remembrance Day**

Members will be aware that at the Town Council meeting of 9th September a decision was taken to cancel this year's Michaelmas and Runaway Fairs due to the Covid-19 pandemic. This decision was taken in light of the Safety Advisory Group meeting held on 3rd September and given the short timescale before the fairs were due to move in to Abingdon.

The Remembrance Day ceremony is now fast approaching and a decision will have to be taken to cancel this altogether, or a smaller ceremony as per VE and VJ Days. A decision will have to be made in the light of recent government guidelines and, in any case, by the beginning of October we shall have to advise the County Council if the road closure should go ahead or not.

Members are asked to discuss this matter and advise their officers accordingly.

10. **Abingdon In Bloom**

The order has been placed for the winter display of blooms in Abingdon. This will consist of colourful mixed polyanthus and wall flowers.

The Committee will need to discuss the arrangements for the summer blooms taking into account the current Covid-19 situation and officers will talk to the committee regarding this.

Officers are unaware of any anniversaries in 2021 that will require a commemorative flower display however if Members have any suggestions these can be discussed.

Members are requested to discuss and instruct officers accordingly.

11. **Boxhill Recreation Ground**

Councillor Grace Clifton has been approached by a resident of Abingdon concerning Boxhill Recreation Ground and will talk to the Committee on this matter.

12. **Environmental Implications**

The Committee is requested, if it has not already done so, to consider the environmental implications in relation to matters on the agenda, in particular having regard to the Council's resolution in relation to the Climate Change Emergency. Note that this matter will be further addressed at all future meetings.

13. **Publicity**

The Committee is requested to consider any items on the agenda which would benefit from publicity.

14. **Items for Next Meeting**

Members are requested to consider items to be included on the agenda of the next meeting of the Amenities and Recreation Committee. This will enable officers to explore future items with a view to giving some guidance at future meetings.

15. **Date of Next Meeting**

The dates for future meetings of the Amenities and Recreation Committee are:

- 18th November 2020
- 20th January 2021
- 17th March 2021
- 9th June 2021

16. **Exclusion of the Public, Including the Press**

If necessary, due to confidential matters being introduced to the Committee's deliberations, the Chair may move a motion for the approval of the Committee, to exclude the public including the press:

"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."

Items to be discussed:

1. To receive the Confidential Appendix of the meeting held on 9th June 2020 and discuss matters arising therein.