

10th September 2020

To all Members of the Community Services Committee:

Councillor Neil Fawcett - Chair

Councillor Lorraine Oates - Vice Chair

Councillor Andrew Coveney

Councillor Andy Foulsham

Councillor Alex Greenaway

Councillor Jim Halliday

Councillor Robert Maddison

Councillor Charlie Birks, Mayor of Abingdon-on-Thames (Ex-officio)

Councillor Samantha Bowring, Chair of F & G P Committee (Ex-officio)

All other Town Council members for Information only.

Dear Member

Your attendance is requested at a meeting of the Community Services Committee to be held on **Tuesday 15th 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 louise.brown@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, ask questions and give evidence in respect of any item of business at agenda item 5.

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

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

Yours sincerely

Nigel Warner

Nigel Warner
Town Clerk/ signed electronically.

Abingdon Town Council - Our Vision

To develop an inclusive community so that Abingdon is the place where everyone wants to live and where the wellbeing of residents is prioritised. In developing this community the town will be one which is environmentally sustainable, vibrant, resilient and safe.

Our key objectives

- 1 To respond effectively and speedily to the climate emergency.
- 2 To develop a resilient, sustainable town which will provide a home for residents now and in the future.
- 3 To manage the Council's assets efficiently and effectively to meet for the needs of the community now and in the future.
- 4 To work with community partners to support those who are vulnerable and in need and to create opportunities to increase social inclusivity.

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. **Statements and Questions from the Public**

To receive any statements and questions; these should be submitted in writing to the Town Clerk no later than 7.00pm on Sunday 13th September 2020. This may either be by letter to the address above or by e-mail to enquiries@abingdon.gov.uk, with a copy to nigel.warner@abingdon.gov.uk.

4. **Minutes**

To sign as a correct record the draft minutes of the Community Services Committee meeting held on 2nd June 2020.

Matters arising

At the meeting of 2nd June 2020 (minute CS 7) the Committee considered a proposal from the Chamber of Commerce that the Christmas Extravaganza take place on 28th November 2020 as a Local Excellence Market rather than in the usual format, in order to accommodate for likely Covid-19 restrictions. The Committee did not determine the application for the Market and noted the date proposed for the 2020 Christmas Extravaganza, the Council to consider the position further.

The Summer Events Working Group considered the matter at its meeting of 14th July 2020 and it is minuted:

Members discussed the Christmas Extravaganza 2020 event and the possibilities of who would host the event.

It was felt that following what had been a difficult time for local shops an event encouraging shoppers into the town would be beneficial to local businesses but this needed to be weighed up against any potential risks of a big event.

It was confirmed that the lights had already been booked for this year and as a result there would be an event where the lights were switched on, but it was agreed that at this stage we were unable to plan any details without knowing what the situation would be regarding the pandemic at the time.

It was agreed that the last Saturday in November would be the date the lights were switched on and that a basic event would be planned that could be scaled up or down based on the Government advice at the time.

The Committee is now requested to consider the Council's position in the light of the above. The matter now rests on the Committee's view on what event should be organised, whether the Committee wishes to allow the Local Excellence Market

on 28th November 2020 as part of the lights switch-on or whether there are other proposals it wishes to consider.

5. **Summer Events Working Group Minutes**

To sign as a correct record the draft minutes of the Summer Events working group that took place on 14th July 2020.

6. **Communications Review Working Group Minutes**

To sign as a correct record the draft minutes of the Communications review working group that took place on 10th August 2020.

7. **Grant Applications**

To consider the report of the Town Clerk relating to the above.

8. **Financial Report**

To consider the report of the Treasurer/Responsible Financial Officer in relation to the above.

9. **Application for regular Market event**

To receive and consider the report in relation to the above.

10. **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.

11. **Publicity**

All meetings of the Council and its Committees are open to the press and the public and agendas, reports and minutes are published on the website. However, there may be items which the Committee wish to publicise through the Council's various communication channels and Members are requested to consider any such matters under this agenda item.

12. **Date of next meeting**

To note the dates of the Committee meetings for the 2020/21 municipal year.

13. Exclusion of the public, including the press

The Chair 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.

There will be an adjournment of five minutes and Members will be requested to join the confidential session using a separate meeting ID

14. Market Place

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

15. Confidential Appendix

To sign as a correct record the attached confidential appendix to the minutes of the meeting of the Community Services Committee held on 2nd June 2020.