

The Chair reinstated standing orders and noted that work had begun on the tree survey and that an approximate saving of £27,000 could be made by keeping the work “in-house”. The Committee noted that the Works Team were approximately half way through the work they were able to undertake.

A60. **Matters Arising not covered elsewhere on the agenda**

Minute A12 - Cremated Remains – the meeting was informed that the creation of a garden area to accept the scattering of cremated remains was in the programme of works for the Council.

Minutes 15 – Roundabouts in Abingdon – Members noted that there had been no response on this matter from the District Council. It was **resolved** that dual members of the Town Council who were also Members of the District Council take this matter forward and take the appropriate action to ensure progress is made on this subject.

Minute A26 – Notice Boards – Members noted that the delivery of the new notice boards for Roysse Court and Bath Street was expected imminently. With regard to the cylindrical notice board David Ogilvie Engineering have undertaken to design this item with an indicative cost of £7,500. It was **resolved** that officers go ahead with the design for this item and report back to Members of the Committee. The Chair of the Communications Committee would also be consulted as to where the new notice board would be sited on the Market Place.

Minute A29 – Happy to Chat Benches – Members were pleased that publicity had been received in the local press and noted that the scheme could be expanded in due course.

Minute A42 – Abingdon In Bloom – Members were informed that the new planters and hanging baskets were due for delivery within the next week from the date of this meeting. It was **resolved** that officers consult with different groups to see if they could use the Town Council’s plastic planters which the new ones were replacing.

Minute 45 – Land in Stratton Way – The Committee noted that the Finance and General Purposes Committee had approved the potential disposal of the land at Stratton Way and that this was now a matter to be dealt with by that Committee.

Minute A47 – Spring Road Cemetery Grazing -The Meeting noted that the grazing of sheep and the installation of beehives would take place later in the year.

Minute A48 – Spring Garden Cemetery Lodge Shower – the building has been surveyed and officers were waiting for the quote to be delivered.

Minute A49 – Benches in St Helen’s Wharf – The Committee noted that only one new bench was required to complete the renewal of those on St Helen’s Wharf and this was on order to be installed as soon as it was delivered.

A61. **Financial Report**

The Committee received and considered the report of the Treasurer / Responsible Finance Officer for the period 1st April till 31st January 2020 as circulated with the agenda. The Committee **resolved** to approve the report.

A62. **Risk Register Annual Update**

The Committee received and considered the report of the Treasurer / Responsible Finance Officer regarding the Risk Register's annual update.

The Committee noted two areas raised in the Action Plan and it was **resolved** that the Chair would meet with the Town Clerk with a view to progressing the following two matters by the next meeting (June 2020):

- Need to agree Service Level Agreements with the Allotment Associations.
- The lease/ licence agreements with the two football clubs who operate on Town Council land have expired and are "holding over." This means that the expired agreements still apply but new agreements need to be progressed, having due regard to previous discussions.

The Chair thanked the officers involved in the detailed report presented to the meeting.

A63. **Cemetery and Works Supervisor's Report**

The Committee received and considered the report of the Cemetery and Works Supervisor as circulated with the agenda. It was **resolved** to accept the report.

A64. **Bus Shelters**

The Committee noted that a new bus shelter had been ordered for the Oxford Road adjacent to the Boundary House travelling south.

The Committee considered the replacement bus shelter in the Vineyard (to serve northbound buses). After careful consideration it was agreed not to proceed with a "green roofed" bus shelter due to its cost. It was **resolved** to purchase a cantilever bus shelter similar to the one purchased for the Boundary House stop.

It was also **resolved** the Cemetery and Works Supervisor would look in to the possibility of installing some kind of seating at The Holt bus shelter in the Oxford Road.

A65. **New Cemetery**

The Committee received a verbal report from the Assistant Town Clerk / Head of Services regarding the new cemetery project. The Committee noted that a firm had now been identified to carry out a drainage service for the site offered and that negotiations were taking place with the District Council to give the tenants of the land 28 days notice that the survey was to take place.

A66. **Bicycle Rack Outside the Abbey Cinema**

It was **resolved** that 6 bicycle racks be placed outside the Abbey cinema in Abbey Close. The Assistant Town Clerk / Head of Services was asked to obtain design and quotes for two types of cycle racks and report back to the Committee.

It was also **resolved** that a secure cycle rack be installed in the Guildhall car park for the use of office staff, Councillors, visitors and cinema staff). The Assistant Town Clerk / Head of Services look in to design and costs and report back to the Committee.

It was **resolved** that the cinema business be approached to see if they could assist with the financing of the racks.

A67 **Drayton Road Allotment Request**

A request had been received from the Drayton Road Allotment Association to improve rain water storage on their allotment site and water distribution.

It was **proposed** by Councillor Patrick Lonergan and seconded by Councillor Eric de la Harpe that, although the request did not fall within the remit of the £2K grant available for maintenance issues of the individual sites, the Drayton Road Allotment Association should be invited to apply to the Town Council for a grant which may be available for environmental projects such as this.

The Committee also requested the Asst. Town Clerk / Head of Services to find out how the Drayton Road Allotment Association paid for their mains water supply.

A68. **Twinning Directional Post**

It was **resolved** that the proposal from a Member to install a directional sign in the Roysse Garden to signpost to the twin towns be referred to the Finance and General Purposes Committee as part of consideration of resourcing for twinning matters. Officers were to obtain a quote for the next Finance and General purposes Committee's information. (Note: organisation of any civic/ Town Council-organised twinning activities is a matter for the Community Services Committee).

It was **resolved** that a plaque be made to celebrate the 50th anniversary of twinning with Schongau, Bavaria and this should be displayed in the County Hall flower bed. Funding for this will come from the Abingdon in Bloom budget.

A69. **Relationship with Green Advisory and Scrutiny Committee**

The Committee was informed of the issues resulting from committee overlap between the Green Advisory and Scrutiny Committee and the Amenities and Recreation Committee, which had resulted in some delays.

Members felt that the operation of the committees required review now that the Green Advisory and Scrutiny Committee was in place and it was **resolved** that the matter be referred to the Finance and General Purposes Committee for further consideration, with a focus on the timings of meetings and how proposals from the Green Advisory and Scrutiny Committee could more effectively be referred back to the spending committees.

A70. **Environmental Implications**

The Committee considered environmental implications in relation to matters on the agenda having regard to the Council's resolution on the Climate Change Emergency. Members felt that environmental matters had been covered during discussions on agenda items where necessary but **resolved** to encourage the planting of wild flowers on grass verges although these areas were not in the remit of this Council.

A71 **Police Community Support Officers (PCSOs)**

The Committee considered the current involvement of the PCSOs and made the following recommendations and observations for the Finance and General Purposes Committee to consider:

- The working relationship with the PCSOs was good and they were always there for staff and officers when problems arose.
- Consider action in relation to flyposting.
- To consider action in relation to vehicles with engines running whilst parked.
- To consider the problems caused by parking on pavements in the town. Particular concern was expressed in relation to Sellwood Road and St John's Road but this was an issue in other areas too.

A72. **Publicity**

There were no items the Committee wished to publicise at this stage.

A73. **Items for Next Meeting**

Members were informed that they could email officers with items, with an appropriate narrative, for inclusion in future agendas of the committee.

A74. **Dates of future meetings**

Members were informed that the Amenities and Recreation Committee would next meet on the following dates:

- Tuesday 9th June 2020.

A75 **Exclusion of the public, including the press**

The Chair moved:

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 discussed:

1. Matters Arising from the Confidential notes of the previous meeting held on 16th November 2019.
2. Town Council Land Usage.

The meeting rose at 9.15pm..

Signed Date
Chair