

7 January 2021

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 Finance and General Purposes 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 12 January 2021 at 7pm.**

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 email democratic@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 3.

Should any Member be unable to attend and wish to appoint a substitute to the meeting, they should inform me at democratic@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 7pm on Sunday 10 January 2021. This may either be by letter to the address above or by e-mail to democratic@abingdon.gov.uk.

4. Minutes

To sign as a correct record the [draft minutes](#) of the Community Services Committee meeting held on 3 November 2020. Please note that the draft minutes previously presented at the Full Council Meeting held on 16 December 2020 have been corrected to include open minutes in relation to confidential items.

5. Matters arising

To consider any matters arising from the above which are not covered elsewhere on the agenda.

6. Grants criteria

To consider recommendations on the grants criteria.

7. Social Media Policies for staff and members

To consider the [report of the Communications, Marketing and Events Officer](#), including a draft updated Social Media Policy for [personal use](#) and for [council accounts](#).

8. Grant Applications

To consider [grant applications](#) received from:

1. Cothill House School
2. Oxfordshire Play Association
3. Damascus Youth Project
4. The Archway Foundation

9. Forward Plan

To receive and consider the [report](#) of the Town Clerk on the above.

[Appendix to item 9](#)

10. Flag Policy

At the meeting of 3 November 2020 Cllr Charlie Birks was appointed to lead on the review of the Council's flag policy, which is in the forward plan for adoption during quarter 4 of 2020/21 (January to March 2021). Cllr Birks has now produced a [draft policy](#) which has been reviewed by the Town Clerk and is now brought forward for consideration by this committee. If agreed the matter will then be referred to the Finance and General Purposes Committee and then the Town Council.

11. Actions Register

To consider progress on resolved actions from previous meetings of this committee.

12. Finance Report

To receive and consider the [report of the Deputy Town Clerk / Responsible Financial Officer](#), including

- (i) the [management accounts](#) for the period ending 30 November 2020.
- (ii) consideration of Fees and Charges for 2021-22 (this requiring a recommendation to Finance and General Purposes Committee and subsequent Full Council approval)

13. 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.

14. 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.

15. Date of next meeting

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

9th March 2021

16. 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.

Documents in relation to these items will be forwarded for members only.

17. Confidential Appendix to Minutes

To sign as a correct record the confidential appendix to the minutes of the meeting of 3 November 2020 and to consider any matters arising not covered elsewhere on the agenda.