

19th November 2015

To: All Members of the **Community Services Committee:**

Councillor Andrew Todd - Chairman  
Councillor Alice Badcock - Vice Chairman  
Councillor Neil Fawcett  
Councillor Angela Lawrence  
Councillor Patrick Lonergan  
Councillor Monica Lovatt  
Councillor Lorraine Oates

Ex Officio: Councillor Helen Pighills, The Mayor of Abingdon-on-Thames

Ex Officio: Councillor Sandy Lovatt, Chairman of Finance and General Purposes Committee

To: All other Town Council members for Information only.

Dear Sir/Madam

Your attendance is requested at a meeting of the Community Services Committee to be held on **Tuesday 24th November 2015 at 7.00 pm** in the Meeting Room at the Roysse Court offices.

Yours faithfully

N. E. Warner  
Town Clerk

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 8<sup>th</sup> September 2015.

4. **Matters Arising**

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

5. **Follow up actions: Market Report and decisions**

5a. As part of the consultation regarding a new market date for Thames Valley Farmers' Market, two letters have been received which require the committee's consideration.

5b. Following the decision at the last meeting that the Town Council will not put further staff resource into running the twice yearly Craft Market, an offer has been made by Abingdon on Thames Chamber of Commerce for consideration by the committee.

6. **Grants Applications**

To consider the report of the Community Services Officer relating to recent grant applications and to resolve on amounts to be awarded.  
In the light of the above, to consider the budget to be recommended for 2016-17 for community grants.

**7. Print Budget**

To receive a report from the Community Services Officer relating to cost itemisation of the print media plans for 2016-17, following the direction given at the previous meeting.

**8. Electronic Communications Budget**

To receive a report from the Community Services Officer relating to the website and other electronic communications, with recommendations for items in budget for 2016-17.

**9. Financial Report**

To consider the report of the Treasurer/Responsible Financial Officer for the period August to October 2015 and to recommend the budget for Community Services items for 2016-17 to Finance and General Purposes Committee.

**10. Summer Events**

To receive minutes from the Summer Events Working Group meetings held since the last Community Services Committee meeting and consider any recommendations therein.

**11. Other Events**

To receive a verbal update on other events currently being planned by the Community Services team.

**12. Next Meeting**

To confirm the date of the next meeting(s).  
Members to suggest any items they would like to include in the next agenda.

**13. Publicity Items**

As requested, an opportunity for Members to suggest areas of success for the council or upcoming events which the Community Services Team could highlight on electronic or print publications (depending on lead times).

**14. Exclusion of the public, including the press**

The Chairman will move and request the Committee to approve the following resolution:

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.

**15. Royal Celebrations 2016 Arrangements**

The above matter has been referred to this committee for discussion and to recommend date, time and other arrangements to Finance & General Purposes.

HB:04/11/2015