

18th February 2016

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 23rd February 2016** at **7.00 pm** in the Meeting Room at the Roysse Court offices.

Yours faithfully

N. E. Warner
Town Clerk

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 24th November 2015.

4. **Matters Arising**

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

5. **Grants Applications**

To consider the report of the Community Services Officer relating to recent grant applications and to resolve on amounts to be awarded.

6. **Community Use of the Market Place**

6.1 To consider the report of the Community Services Officer relating to community use of the Market Place.

6.2 To consider the verbal report of the Head of Services regarding the proposed Fire Walk on the Market Place

7. **Print Communications**

7.1 To consider the report of the Community Services Officer relating to the proposed Town Crier magazine for distribution in April.

7.2 To consider the verbal update from the Community Services Officer regarding the content and timing of the Abingdon leaflet.

7.3 To consider a verbal update from the Community Services Officer regarding the content of the What's On leaflet.

8. **Digital Communications**

To receive a verbal update from the Community Services Officer relating to the usage of the website.

9. Financial Report

To consider the report of the Treasurer/Responsible Financial Officer for the period ending December 2015.

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.

- SESC minutes 9th December 2015
- SESC minutes 8th February 2016

11. Other Events

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

12. Next Meeting

To confirm dates of 2016-17 meetings.

The calendar presented for approval to the Town Council presently lists the following meeting dates for the Community Services Committee:

- Tuesday 17th May 2016
- Tuesday 13th September 2016
- Tuesday 22nd November 2016
- Tuesday 28th February 2017
- Tuesday 23rd May 2017

13. 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.

14. Community Services Review

To consider the external report by Chris Rolley Associates which has been approved by Finance and General Purposes for the work completed and is now referred to the service committee for consideration of the detail and specific recommendations.

15. Community Grants review

To consider the preliminary report on community grants submitted by the Community Services Officer and to provide guidance on the general direction of change that Members would like to see when guidance documents, application forms, and website information is re-published.

16. Royal Celebrations 2016 Arrangements

Review of the arrangements made so far and confidential minutes from the SESC meetings of 9th December 2015 and 8th February 2016

17. FYI Items

Officers will inform councillors of any community matters which have arisen which do not require a committee decision but which will be of potential interest to councillors. (This section will be kept permanently under confidential as it may include discussion of plans being made by other organisations which may not be ready for release into the public domain.)

- Verbal report regarding film director's interest in Abingdon as a location
- Verbal report regarding festival and tourism initiatives being taken forward by BID/Friends of Abingdon working group
- Commonwealth Day
- Beacon Lighting