

Abingdon-on-Thames Town Council

Draft Minutes of the Community Services Committee held on Tuesday 27th February 2018 at 7.00 pm in the Bear Room, the Guildhall.

Present:

Cllr Vicky Jenkins	Chairman
Cllr Alice Badcock	Vice Chairman
Cllr Neil Fawcett	
Cllr Lorraine Oates	
Cllr Andrew Todd	
Cllr Mike Badcock	Chairman of F & G P Committee (Ex-officio)

In Attendance:

Mr Nigel Warner	Town Clerk
Miss Louise Brown	Administrative Assistant (Clerk to the meeting)

CS36 **Apologies for Absence**

Apologies were received from Cllr Monica Lovatt, Cllr Jan Morter (Mayor of Abingdon-on-Thames, ex-officio), and Cllr Samantha Bowring.

CS37 **Declarations of Interest**

None.

CS38 **Minutes**

The Committee received and considered the minutes of the meeting held on 28th November 2017.

Resolved: That the minutes of the meeting held 28th November 2017 be agreed as a correct record and signed by the Chairman.

CS39 **Matters Arising**

Cllr Vicky Jenkins had received communication from Mr Alastair Fear asking for help with Heritage Day. Updated the committee that she has responded confirming the Town Council is happy to offer verbal help as and when it is needed.

It was agreed the Town Clerk would speak to Farmers Market to ask for a copy of their Accounts to bring to next Community Services Meeting.

Cllr Vicky Jenkins also confirmed she has spoken to a number of people regarding the ease of filling out the Grant Application forms and has had no further issues reported. Forms to stay as they currently are and be reviewed in the future if need be.

CS40 Website and printed communications

Members were notified that Alpay Beler the Website Developer was unable to attend the meeting due to the bad weather.

Members considered possible improvements to the website but also noted that having Alpay Beler the Website Developer attend a meeting to discuss options would be beneficial. This would also provide an opportunity to speak to Alpay about the effects that the new General Data Protection Regulations (GDPR) will have on the Website. In addition it was noted that the District Council was undertaking work on its website and there may be some potential for joint working. It was discussed that The Town Council should contact the District Council regarding this possibility.

A member stated that the main purpose of undertaking website amendments should be to focus on functionality and ensure it is as up to date as possible.

A member said it would be a good idea to have some figures in relation to the amount of Visitors to the Website and in particular where on the Website the most views were for. It was confirmed this information can be obtained from Mr Beler.

It was agreed we would ask Mr Beler to attend the next meeting and present to the council his plans for making the Town Website mobile friendly to ensure it is fully functional and for ease of use for all Website visitors.

Resolved: To request for Alpay Beler to attend the next meeting to discuss Website options and upcoming GDPR effects on the website. Also to provide Website Data regarding site Visitors at next meeting.

CS41 Financial Report

The Committee received and considered the report of the Treasurer/ RFO in relation to the above, as circulated with the agenda.

Resolved: that the report be approved.

CS42 Grant Applications

The Committee received and considered the report of the Town Clerk relating to the above.

It was **resolved** that the grant applications be determined as follows:

	Name of Applicant	Purpose of grant	Grant determination
1	Abingdon Community First Responders	Towards new medical equipment	Application Declined
2	Abingdon Explorer Scout Unit (b)	Towards the Cost of new Tents	£700
3	Abingdon Joint Schools Carnage Forum (a)	Towards the Forum Reading Event	£500
4	Abingdon Lawn Tennis Club	Removal of trees and construction of 2 outdoor porous macadam tennis courts	Application declined
5	Abingdon Rowing Club (a)	Support for funding to grow the junior boat fleet by 3 x light weight doubles.	£1500
6	Abingdon Town Band (b)	To cover band room repairs and new equipment such as Instruments, Music Stands, Uniform and music	£1000
7	Duodecim Theatre Company	Towards the cost of 14 Students to attend the National Student Drama Festival	Application declined

8	Home-Start Southern Oxfordshire	Towards continued support for the needs of families seeking help in the Abingdon Area	Application declined
9	Oxfordshire Association for the Blind	To help sustain and expand their home visiting service	Application declined
10	The Friends of Abingdon Civic Society (a)	Community Freespace Project	£800

Note that the above grants were made in pursuance of the Council's powers, as noted in column one, as follows (resolved accordingly):

- (a) Local Government Act 1972, section 145;
- (b) Local Government Act 1972, section 137.

It was then asked by one member whether presenting cheques at Town Council meetings was too much of a wait for some of the Applicants. This was discussed and it was decided to leave it as it is, but if certain applicants needed their grant sooner then this could be accommodated.

CS43 **Date of next meeting**

- Tuesday 15th May 2018 at 7pm.

CS44 **Exclusion of the public, including the press**

The Chairman moved and it was **resolved**:

“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.”

CS45 **Markets**

Cllr Vicky Jenkins updated the Committee on her recent meetings with Mr Jimmy James and Mr Paul Townsend from the Chamber of Commerce.

It was **resolved**:

Following the meeting with Mr Jimmy James the council are assured in the stability of the future management of the market. Mr James has no foreseeable plans to retire, and when he does look to, it was suggested we engage the services of Mr James to ensure the Management of the Market stays as successful as current times.

Local Excellence and Craft Markets

Following the meeting with Mr Paul Townsend from the Chamber of Commerce It was reported back that he will be providing his Accounts that reflect the current Financial Agreement in place that all money made from the use of the Market place goes towards the Extravaganza. Once this has been received it will be brought to the next meeting for the committee to decide if this financial agreement needs amending.

The meeting rose at 8.15pm.

Signed.....

Date.....

