

Draft Minutes of the Annual Meeting of the Council on Monday 13th May 2019 in The Abbey Hall, Guildhall, Abingdon-on-Thames.

Present

Cllr Margaret Crick	Mayor 2018/19
Cllr Charlie Birks	Mayor 2019/20
Cllr Cheryl Briggs	Deputy Mayor 2019/20
Cllr Gabby Barody	
Cllr Samantha Bowring	
Cllr Grace Clifton	
Cllr Andrew Coveney	
Cllr Eric de la Harpe	
Cllr Neil Fawcett	
Cllr Andy Foulsham	
Cllr Alex Greenaway	
Cllr Jeanette Halliday	
Cllr Jim Halliday	
Cllr Patrick Lonergan	
Cllr Robert Maddison	
Cllr Lorraine Oates	
Cllr Helen Pighills	
Cllr Ulrike Rowbottom	

In Attendance

Mr Nigel Warner	Town Clerk
Mr Nigel Luker	Macebearer

1 **Prayers**

Prayers were led by Father Paul Smith.

2 **Apologies**

Apologies for absence were received from Cllr Andrew Skinner.

3 **Declarations of Interest**

There were no declarations of interest.

4 **Mayor's Awards and Mayor's Cadets**

The Mayor, Cllr Margaret Crick, presented her Mayor's Awards for services to the community to the following individuals:

- Penny Clover in recognition of her outstanding contribution to the life of the Town through volunteer roles which include Abingdon Carousel and the Guild of Town Criers;

- Helen Flynn in recognition of her outstanding contribution made to the Town through volunteer work with the AbiBinit! Organisation;
- Sue Hammersley in recognition of her outstanding contribution made to the Town through many years of volunteer work including the opening of the Blue Sky Eco Café.

Biographies of all the above were circulated and are attached as appendix 1 to these minutes.

The Mayor thanked her outgoing Mayor's Cadets for their service during the year:

- Able Cadet Charlie Young (Sea cadets);
- Lance Corporal Kirby Powell (Army Cadets).

The Mayor presented cheques to representatives of her charities. She presented cheques to:

- Abingdon Carousel (£1,354.44)
- Be Free Young Carers (£1,354.44).

5 Election of Mayor

It was proposed by Cllr Lorraine Oates and seconded by Cllr Robert Maddison that Cllr Charlie Birks be elected Mayor of Abingdon-on-Thames for the ensuing year.

On being put to the vote it was **resolved** that Cllr Charlie Birks be elected Mayor of Abingdon-on-Thames for the 2019-2020 civic year.

The Mayor was invested with his chain of office, installed and made the Statutory Declaration of Acceptance of Office. He then took the chair.

The Mayor announced that his Escorts would be his wife, Brenda Birks, his daughter, Amy Grosberg and local teacher, Bernadette Harris. The badge of office of the Mayor's Escort was presented to Brenda Birks.

The Mayor then made a short address and thanked the Council for electing him to the office of Mayor.

6 Election of Deputy Mayor

It was proposed by Cllr Helen Pighills and seconded by Cllr Andrew Coveney that Cllr Cheryl Briggs be elected as Deputy Mayor of Abingdon-on-Thames for the ensuing year.

On being put to the vote, it was **resolved** that Cllr Cheryl Briggs be elected Deputy Mayor of Abingdon-on-Thames for the 2019-2020 civic year.

The Deputy Mayor was then invested with the badge of office and installed by the Mayor.

The Deputy Mayor made the Statutory Declaration of Acceptance of Office and announced that her Escort would be Halima Brewer. The Mayor presented the Deputy Mayor with her badge of office.

The Deputy Mayor then made a short address and thanked the Council for electing her to the office of Deputy Mayor.

7 **Vote of Thanks to the retiring Mayor and Past Mayor's Badge**

A vote of thanks to the retiring Mayor, Cllr Margaret Crick, was proposed by Cllr Neil Fawcett and approved by the Council.

Cllr Margaret Crick was presented with her Past Mayor's badge and a bouquet of flowers. Cllr Crick responded to the vote of thanks.

8 **Membership of Council Committees, Sub-Committees and Other Groups & Calendar of Meetings 2019-20**

Members received and considered the reports of the Town Clerk in relation to the above.

The Council noted the results of the Town Council elections as detailed in the report attached as Appendix 2.

In relation to Committee membership for 2019/20, it was noted that nominations had been made by the Council's ruling group, the Liberal Democrats, in agreement with the Green member and as detailed in the report of the Town Clerk (attached as Appendix 3). It was proposed by Cllr Samantha Bowring, seconded by Cllr Pat Lonergan and **resolved** that the report of the Town Clerk be approved and that Members be appointed to committees, sub-committees and other groups as detailed in the report.

Members also noted the calendar of meetings (as amended) previously approved by the Town Council (Appendix 4, correct at date of publication of these minutes but please check website for latest version).

9 **Adjournment of meeting**

The Mayor moved and it was **resolved**

"To adjourn the meeting of the Council to permit meetings to take place of the Council's Standing Committees to allow them to appoint their Chairs and Vice-Chairs. The meetings will be conducted by the Mayor."

The meetings were conducted by the Mayor. All the respective committee/ sub-committee members were present and for information the resolutions of the committees/ sub-committee in relation to the respective appointments of Chairs and Vice-Chairs for the Council year 2019/20, are recorded below:

- (a) Planning and Highways Committee.
Chair: Cllr Jeanette Halliday (proposed by Cllr Lorraine Oates seconded by Cllr Alex Greenaway).
Vice-Chair: Cllr Lorraine Oates (proposed by Cllr Jeanette Halliday seconded by Cllr Patrick Lonergan).
- (b) Amenities and Recreation Committee.
Chairman: Cllr Jim Halliday ((proposed by Cllr Andrew Coveney seconded by Cllr Grace Clifton).
Vice-Chair: Cllr Andrew Coveney (proposed by Cllr Jim Halliday seconded by Cllr Eric de la Harpe).
- (c) Community Services Committee.
Chair: Cllr Neil Fawcett (proposed by Cllr Lorraine Oates seconded by Cllr Andy Foulsham).
Vice-Chair: Cllr Lorraine Oates (proposed by Cllr Neil Fawcett seconded by Cllr Robert Maddison).
- (d) County Hall Museum Management Committee
Chair: Cllr Pat Lonergan (proposed by Cllr Helen Pighills seconded by Cllr Cheryl Briggs).
Vice-Chair: Cllr Helen Pighills (proposed by Cllr Pat Lonergan seconded by Cllr Andy Foulsham).
- (e) Green Scrutiny Committee
Chair: Eric de la Harpe (proposed by Cllr Andrew Coveney seconded by Cllr Ulrike Rowbottom).
Vice-Chair: Cllr Andrew Coveney (proposed by Cllr Eric de la Harpe seconded by Cllr Robert Maddison).
- (f) Guildhall Committee
Chair: Cllr Margaret Crick (proposed by Cllr Grace Clifton seconded by Cllr Neil Fawcett).
Vice-Chair: Cllr Grace Clifton (proposed by Cllr Margaret Crick seconded by Cllr Cheryl Briggs).
- (g) Finance and General Purposes Committee.
Chair: Cllr Samantha Bowring (proposed by Cllr Jim Halliday seconded by Cllr Gabby Barody)
Vice-Chair: Cllr Jim Halliday proposed by Cllr Samantha Bowring and seconded by Cllr Ulrike Rowbottom)

The Mayor then reconvened the Council meeting.

10 **Representation on outside bodies**

It was proposed by Cllr Samantha Bowring, seconded by Cllr Jim Halliday and **resolved** that representatives be appointed to outside bodies as detailed in the report of the Town Clerk, attached to these minutes as appendix 5

11 **Announcements by the Mayor**

The Mayor announced:

- (a) His appointment of Revd Dr Charles Miller as the Mayor's Chaplain.
- (b) That the Civic Service would take place at the Parish Church of St Helen at a date to be confirmed.
- (c) His appointment of Mayor's Cadets for 2019/20:
 - Corporal Cerys Atkinson-Evans of the Army Cadets;
 - Sergeant Eleanor Harrison of the Air Cadets.
- (d) The Mayor's Charities for 2019/20:
 - The Abingdon Bridge www.theabingdonbridge.org.uk
 - Shift Abingdon www.shift-abingdon.org.uk
- (e) That all members of the public were invited to join the Council for a reception in the Roysse Room following the ceremony.

12 **Closing Prayers**

Closing prayers were said by Father Paul Smith.

13 **The National Anthem**

The meeting closed with the singing of the National Anthem.

There being no further business the meeting rose at 8.10 pm.

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Signed

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Date

DRAFT

Abingdon-on-Thames
Annual Meeting of the Council and Mayor Making
13th May 2019

Agenda item 4: Mayor's Awards

Awards are to be presented by the outgoing Mayor, Cllr Margaret Crick, as follows:

Please note that we print details as supplied by the recipients.

Annual Mayor's Awards

Awards are to be presented as follows.

Please note that we print details as supplied by the recipients.

Award to Mrs Helen Flynn for services to the community, through her volunteer work with AbiBinit! Organisation.

My name is Helen Flynn and picking up litter has become a natural habit and an everyday obsession for me. AbiBinit! Is attached to the friends of Abingdon Civic and Community Section. We hold monthly litter picks and have a busy Facebook page with over a hundred members, many of whom litter pick every day.

My philosophy is that only by regularly picking up litter and nudging others to follow suit will we become a litter free world.

Every piece of litter picked up is a victory for our wildlife, our environment, and ultimately our planet.

Helen Flynn requested it to be on record that she has collected this award on behalf of all supporters of AbiBinit! and everyone who regularly litter picks throughout Abingdon.

Award to Mrs Penny Clover for services to the community, through her volunteer work with various organisations including Abingdon Carousel and the Guild of Town Criers

I have been involved with and a supporter of many of Abingdon's clubs and societies since I came here in 1988.

With interests in environment and conservation I helped on local nature reserves, and later was involved with the planned hydro generation scheme. Also currently Chair of the Oxford Naturist Club.

I started at Oxfam as a professional fundraiser. I worked in this role for over 20 years for a wide range of charities, particularly for local ones as an officer with VVHD Council, including Friends of Abingdon raising vital funds for Abbey Building repairs. As a Speakers Club member, I became one of Abingdon Town Criers supporting Heritage Weekends and

events. Now as Trustee for Abingdon Carousel at the recently re-opened Family Centre, my fundraising skills and contacts are again useful.

I have volunteered for charity shops, events and with other regular roles such as at Carswell School. I enjoy travel and meeting people from different countries and cultures, so I learnt to teach English as a volunteer welcoming Syrian families.

For all these projects I hope to make one plus one equal three – the third being joint benefits and FUN!

Award to Mrs Sue Hammersley for services to the community, by starting up the Blue Sky Eco Café in North Abingdon

I have always had an interest in whole foods and healthy eating. While considering what to do after retirement I met 3 people who, because of their disabilities, were finding it challenging finding jobs. I thought 'if I had a cafe, I could employ them!' First I got my level 3 hygiene certificate which enabled me to sell vegetarian meals at the monthly country Market (formerly WI), This continued for a year but was not involving my disabled friends and so Blue Sky Eco cafe was launched in June last year.

Blue Sky eco cafe operates in Long Furlong Community centre serving vegetarian lunches to include soup, a selection of hot savoury dishes and a variety of salads using unusual, wholesome beans, lentil and pulses. Our ingredients are organic, seasonal and locally sourced wherever possible and some of the vegetables have been grown by Abingdon Horticulture members. Our small band of volunteers including those with disabilities enjoy preparing, cooking and serving the community from noon till 2 pm monthly on Tuesdays. We were delighted to welcome Cllr Crick who left a clean plate! Our web address is BlueSkyEcoCafe.org.uk. Do come and enjoy lunch with us. Thank you so much for this award which we accept with great pleasure.

Abingdon-on-Thames Town Council

Annual Meeting and Mayor-Making

Monday 13th May 2019

Report of the Town Clerk

AGENDA ITEM 8a: ELECTIONS FOR ABINGDON-ON-THAMES TOWN COUNCIL

Elections for the Council of Abingdon-on-Thames were held on 2nd May 2019 and the following were elected to the Council:

Abbey Ward

Cheryl Briggs (Green)
Helen Pighills (Liberal Democrat)

Caldecott Ward

Samantha Bowring (Liberal Democrat)
Andrew Coveney (Liberal Democrat)
Neil Fawcett (Liberal Democrat)
Alex Greenaway (Liberal Democrat)

Dunmore Ward

Margaret Crick (Liberal Democrat)
Andy Foulsham (Liberal Democrat)
Pat Lonergan (Liberal Democrat)
Ulrike Rowbottom (Liberal Democrat)

Fitzharris Ock Ward

Eric de la Harpe (Liberal Democrat)
Jeanette Halliday (Liberal Democrat)

Fitzharris Wildmoor Ward

Robert Maddison (Liberal Democrat)

Northcourt Ward

Gabby Barody (Liberal Democrat)
Grace Clifton (Liberal Democrat)

Peachcroft Ward

Charlie Birks (Liberal Democrat)
Jim Halliday (Liberal Democrat)
Lorraine Oates (Liberal Democrat)
Andrew Skinner (Liberal Democrat)

Following the elections the balance of the groups is as follows:

Liberal Democrat Group	18 Members;
Green	1 Member.

Nigel Warner
Town Clerk
10th May 2019

DRAFT

Abingdon-on-Thames Town Council

Annual Meeting and Mayor-Making

Monday 13th May 2019

Report of the Town Clerk

AGENDA ITEM 8b: MEMBERSHIP OF COUNCIL COMMITTEES AND SUB-COMMITTEES

Standing Committees

Most of the Council's business is delegated to the Committees of the Council. The terms of reference and size of each Committee are detailed in the Council's document "Council and Committee Terms of Reference."

Following the Council elections on 2nd May 2019 the Council now needs to appoint its committees.

Standing Orders require that: "*Membership of Committees and Sub-Committees shall take into account the spirit of the provision of Section 15 (4) of the Local Government and Housing Act 1989, concerning the allocation of places between representatives of any political groups.*"

The following nominations have been made and it will be **proposed** that the following committees are appointed for the period to the next Annual Meeting in May 2020. Note that the Chairs and Vice Chairs are appointed by and subject to the agreement of the respective committees, some of which will meet during an adjournment of this evening's Council meeting.

Amenities & Recreation Committee

Cllr Jim Halliday (Chair)
Cllr Andrew Coveney (Vice Chair)
Cllr Charlie Birks
Cllr Grace Clifton
Cllr Eric de la Harpe
Cllr Jeanette Halliday
Cllr Robert Maddison

Community Services Committee

Cllr Neil Fawcett (Chair)
Cllr Lorraine Oates (Vice Chair)
Cllr Andrew Coveney
Cllr Andy Foulsham
Cllr Alex Greenaway
Cllr Jim Halliday
Cllr Robert Maddison

County Hall Museum Management Committee

Cllr Patrick Lonergan (Chair)
Cllr Helen Pighills (Vice Chair)
Cllr Cheryl Briggs
Cllr Andy Foulsham
Cllr Lorraine Oates

Green Scrutiny Committee

Cllr Eric de la Harpe (Chair)
Cllr Andrew Coveney (Vice Chair)
Cllr Gabby Barody (added at Special Council meeting 21st May 2019)
Cllr Charlie Birks
Cllr Andy Foulsham
Cllr Robert Maddison
Cllr Ulrike Rowbottom

Guildhall Committee

Cllr Margaret Crick (Chair)
Cllr Grace Clifton (Vice Chair)
Cllr Cheryl Briggs
Cllr Neil Fawcett

Planning, Highways and Consultations Committee

Cllr Jeanette Halliday (Chair)
Cllr Lorraine Oates (Vice Chair)
Cllr Charlie Birks
Cllr Alex Greenaway
Cllr Patrick Lonergan

Traffic Advisory Committee (Town Council members).

Cllr Andrew Coveney
Cllr Eric de la Harpe
Cllr Andy Foulsham
Cllr Jeanette Halliday
Cllr Patrick Lonergan

This is a joint committee with other authorities and its Chair and Vice-Chair are appointed at the first meeting of the Committee.

Finance and General Purposes Committee

Membership comprises Chairs of:

Amenities and Recreation Committee (Cllr Jim Halliday F and GP Vice Chair/ Deputy Leader)

Community Services Committee (Cllr Neil Fawcett)

County Hall Museum Management Committee (Cllr Pat Lonergan)

Guildhall Committee (Cllr Margaret Crick)

Planning, Highways and Consultations Committee (Cllr Jeanette Halliday)

Plus:

Cllr Gabby Barody

Cllr Samantha Bowring (Chair F and GP and Leader)

Cllr Eric de la Harpe

Cllr Andy Foulsham

Cllr Ulrike Rowbottom

Note that at agenda item 9 the Mayor will move a motion to adjourn the meeting of the Council to permit meetings to take place of the Council's Standing Committees. This will allow the Committees to appoint their Chairs and Vice-Chairs, these positions being ones that the Committees must appoint and not the Council. Following the appointment of the committee Chairs, the Finance and General Purposes Committee will be constituted for the year and will then be able to elect a Chair (also known as Leader of the Council) as well as a Vice-Chair.

SUB-COMMITTEES

To note that under Council and Committee Terms of Reference shall be appointed by the relevant Committees.

OTHER GROUPS

(a) The Council is requested to appoint a Personnel Appeals Panel of 3 Members for the period to the next Annual Meeting (May 2020). This Panel would need to meet at short notice and therefore requires flexibility in its appointment. It is recommended that appointment of this panel is delegated to the Mayor and the Leader (Chair Finance and General Purposes Committee).

(b) The Council should **note** that Standing Committees also have the power to establish Working Groups to assist in the delivery of specific tasks and should be time bound.

Committees, Sub-Committees and Working Groups also have the power to co-opt non-Members.

(c) Finally it should be **noted** that the Mayor and the Chair of the Finance and General Purposes Committee (Leader) are ex-officio voting Members of all Council Standing Committees and ex-officio non-voting Members of all other Council bodies.

Nigel Warner
Town Clerk
10th May 2019

DRAFT

ABINGDON-ON-THAMES TOWN COUNCIL –CALENDAR OF MEETINGS FOR 2019-2020

<p>Planning & Highways <i>Mondays</i> 7.00pm unless otherwise stated</p>	<p>14th May (Tuesday) 3rd June 24th June</p>	<p>15th July 5th August 27th August (Tuesday) 16th September 14th October</p>	<p>4th November 25th November 16th December 6th January</p>	<p>27th January 2020 17th February 9th March 30th March 20th April</p>	<p>FIRST CYCLE OF 2020/21 14th May (Thursday) 1st June 22nd June</p>
<p>Amenities and Recreation <i>Wednesdays</i> 7.00pm unless otherwise stated</p>	<p>11th June (Tuesday)</p>	<p>4th September</p>	<p>27th November</p>	<p>26th February 2020</p>	<p>10th June</p>
<p>County Hall Museum Management <i>Thursdays</i> 7.00pm unless otherwise stated</p>	<p>13th June</p>	<p>12th September</p>	<p>12th December</p>	<p>12th March 2020</p>	<p>11th June</p>
<p>Guildhall <i>Thursdays</i> 7.00pm unless otherwise stated</p>	<p>23rd May</p>	<p>5th September</p>	<p>5th December</p>	<p>5th March 2020</p>	<p>21st May</p>

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Community Services Tuesdays 7.00pm unless otherwise stated	21 st May	20 th August	19 th November	11 th February 2020	19 th May
Finance & General Purposes Tuesdays 7.00pm unless otherwise stated	18 th June	18 th September (Wednesday)	14 th January 2020 (budget) 21 st January	17 th March 2020	16 th June
Town Council Wednesdays 7.00pm unless otherwise stated	13 th May (Monday): Annual Meeting and Mayor Making) 26 th June	25 th September	29 th January 2020	25 th March	6 th May (Annual Meeting and Mayor Making) 24 th June
Traffic Advisory Committee Meetings: Wednesday 19 th June 2019 Wednesday 13 th November 2019 Wednesday 18 th March 2020 Annual Parish Meeting – Tuesday 10th March 2020 at 7.00pm					

Revised version, issued: 13th May 2019.

Abingdon-on-Thames Town Council

Annual Meeting and Mayor-Making

Monday 13th May 2019

Report of the Town Clerk

AGENDA ITEM 11: REPRESENTATION ON OUTSIDE BODIES

The Council is requested to consider appointments to the following outside bodies to the period of the next Annual Meeting in May 2020. The following nominations have been made and are brought forward to the Annual Meeting for approval:

Abingdon Bridge	Cllr Ulrike Rowbottom
Abingdon & District Twin Towns' Society	Cllr Lorraine Oates
Abingdon Foyer Stakeholders' Group	Cllr Gabby Barody
Albert Memorial Trust	Cllr Jeanette Halliday Cllr Jim Halliday
Earth Trust	Cllr Eric de la Harpe
Friends of Abingdon	Cllr Jeanette Halliday
NE Abingdon Community Association	Cllr Lorraine Oates
Oxfordshire Pensions Forum	Cllr Andy Foulsham
Parish Transport Representative	Cllr Grace Clifton
River Users' Group (RUG)	Cllr Alex Greenaway

Cont'd....

Nominative governors to Christ's Hospital of Abingdon

Governors to Christ's Hospital of Abingdon are appointed for a four-year term to serve until the Annual Meeting of the Council due to take place in May 2023.

The Members nominated are:

Cllr Margaret Crick
Cllr Lorraine Oates
Cllr Helen Pighills

Note: the constitution of Christ's Hospital also provides for the Mayor of Abingdon to be a nominative governor.

Nigel Warner
Town Clerk
10th May 2019

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