

## **Abingdon-on-Thames Town Council**

### **Draft minutes of the Community Services Committee held on Tuesday 22<sup>nd</sup> November 2016 at 7.00 pm in the Roysse Court Meeting Room.**

#### **Present:**

Cllr Andrew Todd	Chairman
Cllr Vicky Jenkins	Vice Chairman
Cllr Neil Fawcett	
Cllr Samantha Bowring	
Cllr Angela Lawrence	

#### **In Attendance:**

Mr Nigel Warner	Town Clerk (Clerk to the meeting)
Mrs Susan Whipp	Treasurer/ RFO
9 Members of the public.	

#### **CS 20 Apologies for Absence**

Apologies were received from Cllrs Alice Badcock (Mayor, ex-officio), Mike Badcock (Chairman Finance and General Purposes Committee, ex-officio) and Monica Lovatt.

#### **CS 21 Declarations of Interest**

Cllr Samantha Bowring declared a non-pecuniary interest in the grant application by Abingdon Carbon Cutters (min CS26.1), as she was a member of the "core group." She remained in the meeting but did not speak to the application or vote on its resolution.

#### **CS 22 Public participation**

Representations in relation to the grant application from the Abingdon DAMASCUS Youth Project were received from Dr Rita Atkinson (Trustee) Mr Gary Hibbins (Youth Worker) and young people who were working with the Project. There was an opportunity for Members to ask questions and it was noted that the Project is unique locally in that the youth workers spend all their time on the streets.

The Chairman, Cllr Andrew Todd, then proposed that consideration of this grant be brought forward in the order of business. This was agreed by the meeting, which

then discussed the application and made the recommendation as detailed at minute CS 26.

*(The members of the public left at this point, it being 7.25pm).*

### CS 23 Minutes

The Committee received and considered the minutes of the meeting of the minutes of the meeting held on 17<sup>th</sup> May 2016 (previously circulated).

**Resolved:** that the minutes of the meeting of 17<sup>th</sup> May be agreed as a correct record and signed by the Chairman.

### CS 24 Matters Arising

None.

### CS 25 Summer Events Sub-Committee

The Committee received and considered the minutes of the Summer Events Sub-Committee meeting held on 19<sup>th</sup> May 2016 (previously circulated).

**Resolved:** that the minutes of the meeting Summer Events Sub-Committee be noted and approved.

### CS 26 Grant Applications

The Committee received and considered the report of the Town Clerk relating the above. It was **resolved** that the grant applications be determined as follows:

<b>Name of Applicant and grant reference number for meeting. Power under which grant awarded</b>	<b>Summary reason for the grant application (for full details see grant application form)</b>	<b>Grant awarded and any observations to make to applicant</b>
1. Abingdon Carbon Cutters (f)	Purchase of A1 size interpretation board for wildflower maze, the Abbey Meadow	£250 Noted that the board was in the Abbey Meadow and therefore suggested that, if they had not already done this, that the District Council should also be approached for a grant (See also interest declared

		by Cllr Samantha Bowring at min CS 21 and note 1 below).
2. Homestart Oxfordshire (b)	Provision of home-visiting volunteers in Abingdon	£750 Advise the organisation that they can apply for a grant again next year.
3. North East Abingdon Community Association (b)	Two new noticeboards	Defer to next meeting. Ask organisation for more information regarding the specification of the notice board and whether it has features which are resistant to vandalism.
4 – see recommendation below		
5. Oxford Wood Recycling (b)	Legal work involved in making an application to the Charity Commission to be awarded charitable status	£1,500
6. Abingdon Eagles Basketball Club (f)	To contribute to initial set up costs and ongoing costs (this is a new club)	To reserve a sum of £500 against the grants budget. To request an update from the club as to the progress made in setting up the club, especially establishing a bank account. This update to be received by 21 <sup>st</sup> February 2017 to that release of the grant allocated can be considered at the meeting of this Committee due to take place on 28 <sup>th</sup> February 2017.

7. Trinity Learning (b)	Hello Abingdon – a magazine project to encourage citizenship	£500
8. Oxfordshire Association for the Blind (b)	To support social groups for visually impaired people	£320
9. Thrive: South Abingdon	Creating a new team in south Abingdon in 2017 supporting young people	Request declined. The Committee were concerned that the proposal did not demonstrate that the applicant had undertaken sufficient research regarding the services already available to support young people and could lead to duplication.
10. See recommendation below.		
11. Abingdon Concert Band	Contribution towards costs of the hire of the Cornerstone, Didcot for two performances of “the Snowman” in December 2016	Request declined. The Committee were not minded to support this specific request to support an event outside of the town. The Committee would consider a request for a grant for another purpose such as purchase of band equipment.

The above grants were made in pursuance of the Council’s powers, as noted in column one, as follows:

- (a) Local Government Act 1972, section 145;
- (b) Local Government Act 1972, section 137;
- (c) Local Government and Rating Act 1997, part III, section 31;
- (d) Local Government Act 1972, section 144;
- (e) Local Government Act 1972, section 142 (2A);
  
- (f) Local Government (Miscellaneous Provisions) Act 1976, section 19;

(g) Local Government Act 1972, section 133.

*Note 1: Cllr Samantha Bowring declared a non-pecuniary interest in the application by Abingdon Carbon Cutters, as she was a member of the “core group.” She remained in the meeting but did not speak to the application or vote on its resolution.*

The following grants were referred to the Finance and General Purposes Committee for funding from the Community Fund with a **recommendation** to that Committee for funding as follows:

4. South & Vale Young Carers (b)	Core activities continuing to support young carers in Abingdon	£7,000
10. Abingdon DAMASCUS Youth Project (b)	To support 10 young people aged 13 to 16 in South Abingdon to participate in a bespoke young leaders' scheme	£2,684

#### CS 26 **Financial Report and Budget Estimates 2017/18**

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

**Recommended to the Finance and General Purposes Committee** that budget estimates for 2017/18, both revenue and capital, be approved in the sum of £50,318, as detailed in the report of the Treasurer/ RFO, noting that this was a reduction of 8.3% on the 2016/17 budget.

#### CS 27 **General Report of the Town Clerk**

The Committee received and considered the report of the Town Clerk in relation to the above, as circulated with the agenda.

**Creation of an occasional market** It was noted that the rights to hold a market in Abingdon were owned by the Town Council and that the Council had powers under the Food Act 1984 to create new markets. It was necessary to create a new market in order to allow those trading activities which were not otherwise permitted according to the Market Place Act 1978.

The Town Council had received an application from the Abingdon BID company in relation to their “Festive Fun” event in Abingdon Market Place on 8<sup>th</sup> December

2016. This included some craft stalls, a couple of small fair rides and mulled wine. Craft stalls required the creation of a market for that day.

**Resolved:** that, pursuant to its powers under the Food Act 1984, that an occasional market be created to take place on 8<sup>th</sup> December 2016.

### **Print media plan**

The Committee considered the print media plan for 2017.

The Committee considered the Town Crier magazine, which was currently published twice a year. In considering this matter, it was noted that many Councils no longer produce these types of publications, the internet now being looked to provide such information. Internet access was very restricted when the Town Council started the publication in the 1990s. In addition, there was a local publication, Round and About which was delivered to residents of Abingdon which again was not in operation when the Town Crier started.

Balanced against this were arguments that the publication allowed the Town Council to directly reach all Abingdon households,

Members were also mindful that in a time of budgetary constraint, the Town Crier was an expense on the Council and particularly consuming of staff time.

It was noted if the Town Crier was discontinued the budget still allowed for a significant spend on print media, amounting to £9,000 which would allow for direct communication if required or advertising in other publications.

Members noted the letter from the Abingdon BID (Business Improvement District), outlining a proposal for an annual events leaflet to be published in partnership with the BID and other organisations. Members felt that this proposal was one which should be explored further with the BID although some concern was expressed regarding how practical an annual leaflet was e.g. if such a leaflet were to be published in January how much detail could it really include for December?

**Resolved** that the print media plan for 2017/18 include:

- Re-issue of the Town Guide to all households;
- Tourism leaflet originally for consideration “later this year,” to be produced for next summer 2017;

**Recommended to the Council through the Finance and General Purposes Committee** that the “Town Crier” magazine not be published during 2017/18

noting that the budget still allowed for direct communication if required or advertising in other publications.

**CS 28 Date of Next Meeting**

Tuesday 28<sup>th</sup> February 2017.

The meeting rose at 8.50 pm.

**Signed**.....

**Date**.....

DRAFT