

**Abingdon-on-Thames Town Council**  
**Minutes of the Finance & General Purposes Committee**  
**on Tuesday 9<sup>th</sup> August 2016 at 7.37pm**  
**in the Roysse Room, Guildhall, Abingdon-on-Thames.**

**Present**

Cllr Michael Badcock	Chairman
Cllr Dennis Garrett	Vice-Chairman and Chairman of Guildhall Committee
Cllr Alice Badcock	Mayor of Abingdon-on-Thames (ex-officio)
Cllr Monica Lovatt	Chairman of CH Museum Management Committee
Cllr Sandy Lovatt	Chairman of Amenities & Recreation Committee
Cllr Helen Pighills	
Cllr David Pope	
Cllr Andrew Todd	Chairman of Community Services Committee

**In Attendance**

Cllr Margaret Crick  
Cllr Neil Fawcett  
Cllr Robert Hall  
Cllr Brian Hedley  
Cllr Vicky Jenkins  
Cllr Angela Lawrence  
Cllr Patrick Lonergan

Mr David Boyd	Architect
Mr Steve Rich	Head of Services/Assistant Town Clerk
Mr Nigel Warner	Town Clerk

F96 **Apologies**

Apologies for absence were received from Cllrs Samantha Bowring, Jeanette Halliday and Jan Morter.

F97 **Declarations of interest**

None.

F98 **Statements and Questions from the Public**

None.

F99 **Matters referred from other committees**

The Committee received a verbal report of the proceedings of the Guildhall Committee held earlier that evening together with a number of recommendations.

**Recommended:**

1. That the Pre-Tender Estimate (PTE) be approved by the Town Council in the sum set out in the confidential appendix, subject to a delegation to the Town Clerk to allow a variation of up to 5% following final checking of the PTEs by the professional team.
2. That the Project proceed to tender on the basis of the PTE.
3. That the professional team identify items which would result in savings to the project, which may potentially be removed from the Project following receipt of tenders.
4. That the Committee include within the tender sound/ projection equipment as detailed in the minutes to the Guildhall Committee in the sum set out in the confidential appendix.
5. That the Working Group review the Business Plan in relation to the Project and consider the commissioning of further professional advice in relation to reviewing the Plan, as detailed in the confidential report of the Town Clerk.
6. In relation to the roof on the new side of the building, works be considered a "contractor's design portion."
7. That the Guildhall should continue to operate during the period of the building work in the same manner as at present, i.e. with the Roysse Room Foyer acting as the Council's reception/ information centre and the Roysse Room being available for Council meetings.
8. That the Committee approve the report of the professional team in relation to the shortlist for companies to submit tenders and invite to tender those companies as set out in the confidential appendix.

The meeting rose at 7.40 pm.