

14th August 2019

To: All Members of the Guildhall Committee

Councillor Margaret Crick - Chair
Councillor Grace Clifton – Vice-Chair
Councillor Cheryl Briggs
Councillor Neil Fawcett
Mayor of Abingdon-on-Thames - Cllr Charlie Birks (ex-officio)
Chair F & GP Committee - Cllr Samantha Bowring (ex-officio)

To: All Other Members for Information

Dear Member,

Your attendance is requested at a Special Meeting of the Guildhall Committee to be held on Monday 19th August 2019 at **8.00 p.m.** in the Roysse Room, in the Guildhall, Abingdon-on-Thames. **Please note the later start time for this meeting.**

Should any Member be unable to attend and wish to send a substitute to the meeting, they should inform me at nigel.warner@abingdon.gov.uk and cc enquiries@abingdon.gov.uk

Any queries on the agenda should also be directed to me.

Yours sincerely

Nigel Warner

Nigel Warner
Town Clerk/ signed electronically

A G E N D A

1 **Apologies**

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 receive, consider and sign as a correct record the minutes of the meeting of the Guildhall Committee of 30th May 2019 (previously circulated and approved by the Council as a report of the meeting; attached).

4 **Matters arising**

To discuss any matters arising from the minutes of the previous meetings and which are not covered elsewhere on the agenda, noting that where formal reports are due, these will be presented at the next ordinary meeting of the Committee.

5 **Public participation**

Members of the public are permitted to make representations, ask questions and give evidence in respect of any item of business included in the agenda for any meeting of the Council (with the exception of the Annual Meeting) and its committees.

Notice should be submitted in writing to the Town Clerk no later than 7pm on Saturday 17th August 2019. This may either be by letter to the address above or by e-mail to enquiries@abingdon.gov.uk, with a copy to nigel.warner@abingdon.gov.uk

6 **The Guildhall and the Abbey Cinema**

Sue and Ian Wiper of the Regal Cinema, Evesham will be present at the meeting. The Regal lease the Abbey Hall from the Council for the operation of the Abbey Cinema and also manage and operate the Guildhall on behalf of the Council.

Mr and Mrs Wiper will make a presentation to the Committee regarding the management and operation of both the Guildhall and the Abbey Cinema. Some of these matters may be deferred to agenda item 11 (below).

The Town Clerk will also update Members in relation to the passenger lift at the Abbey Hall. This is currently (since 8th August 2019) out of action due to a problem with the door mechanism. There are meetings pending with Ridge and Partners (in relation to the mechanical and electrical engineering aspects) and also Crest Lifts, who service and maintain the lift. From these meetings, due to take place on 15th and 16th August 2019, it is anticipated that proposals will come forward. The Town Clerk may then be in a position/ need to e-mail further information to Members ahead of the Guildhall Committee meeting or refer matters to the next ordinary meeting of the Committee.

If Members have any specific matters which they wish to ask questions about or discuss, please e-mail nigel.warner@abingdon.gov.uk

Whilst this is a formal meeting of the Committee and there will be a structure to this agenda item through the presentation, it is also the intention that there will be the opportunity for full and informal discussion of matters.

7 **Environmental implications**

The Committee is requested, if it has not already done so, to consider the environmental implications in relation to matters on the agenda, in particular having regard to the Council's resolution in relation to the Climate Change Emergency. Note that this matter will be further addressed at all future meetings.

8 **Publicity**

All meetings of the Council and its Committees are open to the press and the public and agendas, reports and minutes are published on the website. However there may be items which the Committee wish to publicise through the Council's various communication channels and Members are requested to consider any such matters under this agenda item.

9 **Dates of meetings**

To note that the calendar of meetings for the year provides for Committee meetings are follows.

- Thursday 12th September, in Old Magistrates' Court;
- Thursday 5th December, in Old Magistrates' Court;
- Thursday 5th March 2020, in Old Magistrates' Court.

All meetings anticipated to commence at 7pm.

However note that there may be changes to the meeting rooms and times. These will be highlighted on the agenda for the various meetings.

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

The Chair will move:

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.

11 **The Guildhall and the Abbey Cinema**

Confidential report of Town Clerk (circulated separately for Members).

- This item is primarily to discuss the lease with the Regal Cinema, Evesham, in relation to the Abbey Hall.
- Any other items of a confidential nature in relation to the Guildhall/ Abbey Hall may also be discussed if deferred from item 6 (above).