

14<sup>th</sup> March 2018

To: All Members of the Guildhall Committee

Councillor Dennis Garrett - Chairman  
Councillor Michael Badcock - Vice-Chairman  
Councillor Samantha Bowring  
Councillor Margaret Crick  
Councillor Neil Fawcett  
Councillor Robert Hall  
Councillor Brian Hedley  
Councillor Jan Morter - Mayor of Abingdon-on-Thames (ex-officio)  
Chairman Finance and General Purposes Committee (ex-officio)

To: All Other Members for Information

Dear Member,

Your attendance is requested at a Meeting of the Guildhall Committee to be held on **Monday 19<sup>th</sup> March 2018 at 7.00 p.m.** in the Guildhall, Abingdon-on-Thames. *The agenda for this meeting is substantively the same as for the meeting of 1<sup>st</sup> March 2018 which was postponed due to inclement weather. Please refer to the previously issued agenda for the papers and reports. There are some supplementary reports which will also be issued, indicated in italics against this agenda.*

Should you have any queries regarding matters on the agenda please contact the Town Clerk.

Yours sincerely

N E Warner  
Town Clerk

## 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 7<sup>th</sup> December 2017 (previously circulated and approved by the Town 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.

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 standing committees.

Notice should be submitted in writing to the Town Clerk no later than 5pm on Friday 16<sup>th</sup> March 2018. This may either be by letter to the address above or by e-mail to [enquiries@abingdon.gov.uk](mailto:enquiries@abingdon.gov.uk), with a copy to [nigel.warner@abingdon.gov.uk](mailto:nigel.warner@abingdon.gov.uk)

6     **Notes of the Guildhall Development Working Group and the report in relation to the Guildhall Development Project**

The Committee will receive and consider the notes of the Guildhall Development Working Group of 9<sup>th</sup> February 2018 (attached). *Additional notes to be considered in relation to the meeting of 2<sup>nd</sup> March 2018.*

7 **Finance Report**

To receive and consider the report of the Treasurer/ RFO in relation to the above (attached)

8 **Special Parish Meeting of 15<sup>th</sup> January 2018 and Public Meeting of 22<sup>nd</sup> January 2018**

Report of Town Clerk (attached).

9 **Guildhall Access & Historic Staircase**

To receive the report of the Town Clerk in relation to the above (attached)

10 **Old Magistrates Court**

To receive a report from the Town Clerk regarding proposals for "Changing Places" toilet. (to follow)

10a **Publication of previously confidential appendices to minutes**

*Additional item: report of Town Clerk to follow.*

11 **Confidential Appendix**

To receive and consider the confidential appendix to the minutes of the meeting of the Guildhall Committee of 7<sup>th</sup> December 2017 (previously circulated and approved by the Town Council as a report of the meeting; attached)

*Should there be any items of accuracy or matters arising which require discussion and the disclosure of confidential information then the meeting will have to exclude the public.*

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

The Chairman 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.

13 Access audit

*New item: report of Town Clerk will follow regarding commissioning of this work subject to the approval of this proposal detailed at paragraph 4.15 of the statement of significance of the staircase at item 10.*

14 **Arrangements for the re-opening of the Guildhall**

Previously included on agenda as “Presentation on Service Proposals.” Members will have received with the previous agenda a paper “Reactivation of the Guildhall Rooms.” *A further proposal will follow in relation to the arrangements for operating the Guildhall. This will be accompanied by a confidential report of the Town Clerk.*