

6th November 2020

To: All Members of the Guildhall Committee

Councillor Margaret Crick - Chair
Councillor Cheryl Briggs
Councillor Andrew Coveney
Councillor Neil Fawcett
Councillor Jim Halliday
Councillor Charlie Birks (ex-officio, Mayor)
Cllr Samantha Bowring (ex-officio, Chair F and GP Committee, Leader)

To: All Other Members for Information

Dear Member,

Your attendance is requested at a Meeting of the Guildhall Committee to be held on **Thursday 12th November 2020 at 7.00 p.m.**

Due to the Covid-19 pandemic and in order to observe Government regulations the Town Council will hold this meeting online and not in person, in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”).

The meeting ID will be forwarded to Members separately. Any members of the public who wish to attend should e-mail me at nigel.warner@abingdon.gov.uk and you will be sent the relevant link.

The meeting will be conducted in the same way, as far as possible, as a meeting in person. Members of the public may view the meeting online and may, with notice, make representations, ask questions and give evidence in respect of any item of business at agenda item 5.

Should any Member be unable to attend and wish to appoint 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

Abingdon Town Council - Our Vision

To develop an inclusive community so that Abingdon is the place where everyone wants to live and where the wellbeing of residents is prioritised. In developing this community, the town will be one which is environmentally sustainable, vibrant, resilient and safe.

Our key objectives

- 1 To respond effectively and speedily to the climate emergency.
- 2 To develop a resilient, sustainable town which will provide a home for residents now and in the future.
- 3 To manage the Council's assets efficiently and effectively to meet for the needs of the community now and in the future.
- 4 To work with community partners to support those who are vulnerable and in need and to create opportunities to increase social inclusivity.

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 **Vice- Chair**

To elect a Vice-Chair of the Committee for the remainder of the council year 2020/21.

4. **Statements and Questions from the Public**

To receive any statements and questions; these should be submitted in writing to the Town Clerk no later than 7.00pm on Tuesday 10th November 2020. 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.

5 **Minutes**

To receive, consider and sign as a correct record the [minutes of the meeting of the Guildhall Committee of 20th October 2020](#).

6 **Matters arising**

To discuss any matters arising from the minutes of the previous meetings and which are not covered elsewhere on the agenda.

7 **Committee actions and Forward Plan**

[Report](#) of the Town Clerk.

8 **Finance Report**

[Report](#) of the Treasurer/ RFO and [appendix A](#).

9 **Guildhall and Abbey Cinema (Operation and Management)**

Sue and Ian Wiper of the Abbey Cinema will be present at the meeting for this item.

10 **Environmental implications**

The Committee is requested to consider the any further environmental implications in relation to matters on the agenda having regard to the Council's resolution in relation to the Climate Change Emergency.

11 **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.

Members are requested to consider any items which the Committee wish to publicise through the Council's various communication channels.

12 **Dates of meetings**

The dates for future meetings of the Guildhall Committee are:

- 7th January 2021
- 4th March 2021
- 20th May 2021

13 **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.

There will be an adjournment of five minutes and Members will be requested to join the confidential session using a separate meeting ID.

14 **Confidential appendix to the minutes**

To receive, consider and sign as a correct record the confidential appendix to the minutes of the meeting of the Guildhall Committee of 20th October 2020.

15 **Guildhall and Abbey Cinema property matters**

To receive the confidential report of the Town Clerk.

The law allows members of the public and press to record meetings of the Council and its committees. Should you wish to record at any meeting which is open to the public it is requested that you inform the Town Clerk of your intention to film or record before the day of the meeting, by emailing enquiries@abingdon.gov.uk or telephoning 01235 522642.

For information, whilst this meeting is being hosted virtually using Microsoft Teams the Council will not be recording the meeting.