

Abingdon-on-Thames Town Council
Minutes of a special meeting of the Finance & General Purposes Committee
held at 7.00 pm on 6th August 2015
In the Bear Room, Guildhall, Abingdon-on-Thames.

Present

Cllr Sandy Lovatt	Chairman
Cllr Michael Badcock	Vice-Chairman and Chairman of Planning, Highways & Consultations Committee
Cllr Alice Badcock	Chairman of Amenities and Recreation Committee
Cllr Dennis Garrett	Chairman of Guildhall Committee
Cllr Vicky Jenkins	
Cllr Monica Lovatt	Chairman of CH Museum Management Committee
Cllr Patrick Lonergan	
Cllr Helen Pighills	Mayor of Abingdon-on-Thames
Cllr David Pope	
Cllr Andrew Todd	Chairman of Community Services Committee

In Attendance

Mr Nigel Warner	Town Clerk (Clerk to the meeting)
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SECTION I (Open to the Public Including the Press)

F19 **Apologies**

Apologies were received from Cllr Samantha Bowring.

F20 **Declarations of interest**

Cllr David Pope declared a non-pecuniary interest in the item at minute F24, creation of occasional market as a member of the Rotary Club of Abingdon, which was one of the stall holders at the proposed market. He took no part in the discussion or voting on this item and remained in the meeting.

The Town Clerk declared an interest in this matter as a member of the Rotary Club of Abingdon, which was one of the stall holders at the proposed market.

F21 **Minutes**

The Committee received and considered the minutes of the meeting of the Finance and General Purposes Committee held on 16th June 2015.

Resolved: that subject to the corrections, the minutes of the meeting of the Finance and General Purposes Committee held on 16th June 2015 be agreed as a correct record and signed by the Chairman

F22 **Matters Arising**

Minute F16: Cemetery buildings project: It was reported that work had commenced on this project, with an anticipated completion date of October 2015.

Minute F16: Mayor's Robe: It was reported that the order for the new robe had been placed. The dressmaker was trying to source an appropriate supply of "faux fur" following which, once the material for the "faux fur" had been agreed with the Mayor and Deputy Mayor, the robe could be made.

F23 **Statements and Questions from the Public**

There were no statements or questions from the Public.

F24 **Creation of Occasional Market**

The Committee received and considered the report of the Town Clerk in relation to the above.

It was noted that Heritage Day was due to take place on Saturday 12th September 2015. It was organised by Friends of Abingdon who work in partnership with a number of organisations and individuals in the town, including the Town Council, which had given a grant towards this event.

Officers had recently become aware that as part of the activities on the Market Place, it was proposed that three Victorian themed stalls are set up, these selling non-alcoholic drinks, sweets and flowers.

It was noted that the Town Council owned the Market Place and activity on the Market Place is governed by the Market Place Act 1978. In order to enable these three stalls to legally trade, it would be necessary to create an occasional market using the Council's powers, in its role as market authority, pursuant the Food Act 1984.

Members consider the matter and any appropriate market tolls which may accrue.

Resolved:

(1) That pursuant to its powers under the Food Act 1984 the Council create an occasional market on Saturday 12th September 2015, as part of the Heritage Day events;

(2) That the Friends of Abingdon be advised that on this occasion the Council would not be levying any tolls in relation to the market, but would suggest that the Friends approach stall holders for a donation towards the running costs of the event. That they be further advised that the non-levy of tolls should not be taken as a precedent for the future.

(Cllr David Pope declared a non-pecuniary interest in this matter as a member of the Rotary Club of Abingdon, which was one of the stall holders at the proposed market. He remained in the meeting but took no part in the discussion or voting on this item and remained in the meeting).

(The Town Clerk declared a non-pecuniary interest in this matter as a member of the Rotary Club of Abingdon, which was one of the stall holders at the proposed market).

F25 Dates of meetings 2015/16

Members noted the dates of the meetings of the Finance and General Purposes Committee for 2015/16:

- 15th September;
- 15th December;
- 12th January 2016 (Budget);
- 8th March.

SECTION II (Excluding the public and the press)

F26 Exclusion of the public, including the press

Resolved that the Chairman 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.

F27 Confidential Appendix

The confidential appendix to the minutes of the Finance and General Purposes Committee held on 16th June 2015 were considered.

Resolved: that the confidential appendix of the meeting of 16th June 2015 be approved as a correct record.

F28 Matters Arising

Minute F103: Matters referred from other committees – Guildhall Committee 11th June 2015

It was reported that the Leader and the Deputy Leader had met with the Leader of the Vale of White Horse DC to update him on the Council's plans and suggestions for provision of dedicated cinema at another site within the town.

F29 **Staffing Matters and Service Review**

The Committee received and considered the report of the Town Clerk in relation to the above together with the service review from Chris Rolley Associates.

Following consideration by both the County Hall Museum Management Committee and the Guildhall Committee it was **resolved**:

1. That with effect from 1st September 2015, the Community and Visitor Information service be relocated within the Guildhall but move from the main reception area to the Roysse Room Foyer, until further notice, with authority being delegated to the Town Clerk to undertake any necessary enabling works from the relevant property budget.
2. That the opening hours be agreed as 9.30am to 3pm, Monday to Saturday;
3. That the service then be subject to further review ahead of the budget being set in January 2016.

The Committee then considered a number of staffing matters and due to the nature of the discussions, the resolutions are recorded in the confidential appendix.

The meeting rose at 8:00 pm.