

Abingdon-on-Thames Town Council

Draft minutes of the Community Services Committee held on Tuesday 17th May 2016 at 7.00 pm in the Roysse Court Meeting Room.

Present:

Cllr Andrew Todd	Chairman
Cllr Vicky Jenkins	Vice Chairman
Cllr Neil Fawcett	
Cllr Samantha Bowring	
Cllr Angela Lawrence	
Cllr Monica Lovatt	
Cllr Mike Badcock	Leader

In Attendance:

Ms Heather Brown	Community Services Officer (Clerk to the meeting)
Mr Steve Rich	Assistant Town Clerk/ Head of Services

CS 5. Apologies for Absence

Apologies were received from the Mayor, Cllr Alice Badcock and Cllr Lorraine Oates.

CS 6. Declarations of Interest

No declarations of interest were received.

CS 7. Minutes of previous meeting

There was one amendment to the draft minutes of the meeting of 23rd February 2016.

Cllr Angela Lawrence felt that the minutes were not a fair portrayal of the debate and decision regarding the recommendation to log staff time spent on events which had been discussed in the previous meeting. No changes were agreed however.

Resolved: that the Chairman sign the minutes as a correct record following the edit of the comment against one of the grant decisions to read “advisory” rather than “subject to”.

CS 8. Matters Arising

Councillors queried whether the conditions of the grant to the Damascus group had been checked and officers confirmed that this had been done by email and a satisfactory reply had been received.

The revised grant form proposed by officers was shown to the meeting and some changes were suggested.

CS 9. Grants Applications

Community grant applications from seven groups were put forward and **it was resolved** that awards should be made as follows.

Grants awarded under the Community Grants Fund		
Budget for 2016-17		£20 000
Amount remaining this year		£20 000
Name of Applicant	Reason for the grant application	Grant awarded
1. Abingdon Music Centre (a)*	Devices to reduce disturbance from practice sessions	£1100
2. Abingdon Chamber of Commerce (a)*	Christmas Extravaganza	£500
3. Abingdon Street Pastors (b)*	Friday and Saturday night service in town centre	£2000
4. Clean Slate	continue to support clients and provide drop-in service	£0
5. RVS Darby & Joan Club (a)*	Events programme 2016/17	£400
6. Friends of Abingdon (a)*	Heritage Day Project	£700
7. Oxon Play Association (b)*	2 Play and Activity Days	£1000
Total funds granted at this meeting		£5 700

Total requests this meeting as a percentage of budget		28%
Amount that will remain after requests granted		£14 300

The grant to Clean Slate was not made because it was felt that the case for benefit to Abingdon residents was questionable.

*The above grants were made in pursuance of the Council's powers, as noted in column one after the name of each applicant, as follows:

- (a) Local Government Act 1972, section 145;
- (b) Local Government Act 1972, section 137;
- (c) Local Government and Rating Act 1997, part III, section 31;
- (d) Local Government Act 1972, section 144;
- (e) Local Government Act 1972, section 142 (2A);
- (f) Local Government (Miscellaneous Provisions) Act 1976, section 19.
- (g) Local Government Act 1972, section 133.

A request for guidance regarding grant applications was received from the Canoe Club and Councillors advised that the location of the proposed clubhouse meant that JET funding would not be possible and therefore the club should apply under the Community Grant Scheme.

CS 10. Financial Report

The financial report was approved.

CS 11. Clubs and Societies Day

The difficulties experienced in running the Clubs and Societies Day were felt to be mainly associated with the fact that the event was not held in the Guildhall. Councillors who had attended felt the event had gone well despite the problems of the infrastructure of the venue. It was suggested that when the Guildhall re-opens it could be held annually.

CS 12. Digital Media Plans for next year

A Councillor felt that the website was starting to look old-fashioned but officers pointed out that the formal and perhaps staid design of the website had been deliberately chosen by the Communications Committee at the time of commissioning and it had been a conscious decision not to go for a very upbeat and modern style as it was not felt suitable for the Town Council.

The Chairman noted that an upgrade of the website might be due in coming years but that it would be good to get more return on the initial investment before spending budget on a new website again.

Councillors noted the IT budget that had been previously set aside for Councillors communications which could be used to purchase small devices to enable councillors to access documents electronically but it was agreed that this was not a Community Services Committee matter, and should be referred to Finance and General Purposes.

CS 13. Print Media Plans for next year

It was noted that the Town Crier distribution had been incomplete because the distributor had reported a shortfall in the number of copies compared to the number of addresses to deliver to. This was being investigated by officers to see if the number ordered had arrived at the depot. Cllr N Fawcett said that he believed the likely explanation was the increase in private addresses in the parish due to building and conversion to residential.

It was felt that the print media plan that had been agreed for the current year looked suitable and should be repeated in the following year.

CS 14. Markets Requests

The request from the Chamber of Commerce for permission to hold a Craft Market on Saturday 3rd December 2016, Saturday 10th June 2017 and Saturday 9th December 2017 was approved. The first of these dates was a replacement for the originally granted date which had been a Sunday and had not received support from traders.

CS 15. Summer Events

- a. The Summer Events Sub-Committee was appointed with the following members:
Cllr Mike Badcock
Cllr Brian Hedley
Cllr Andrew Todd
Cllr Neil Fawcett
Cllr Jan Morter

- b. **Resolved:** That the minutes of the Summer Events Sub-Committee for 9th December 2015 and the draft minutes of the meeting of 8th February 2016 be noted and approved.

CS 16. Community Grants Review

The revised grant form had been reviewed under matters arising.

CS 17. Next Meetings

It was noted that the draft calendar of meetings for 2016/17 listed future Community Services Committee meetings as follows:

- Tuesday 13th September 2016
- Tuesday 22nd November 2016
- Tuesday 28th February 2017

CS 18. Exclusion of the public, including the press

It was moved by the Chairman and **resolved**

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.

CS 19. Confidential Minutes of Summer Events

The confidential appendices to the minutes previously noted were approved.

The meeting closed at 8.45pm.

Signed.....

Date.....