

**Draft minutes of the Council of the Town of Abingdon-on-Thames held on
Wednesday 25th April 2018 in the Roysse Room, Guildhall,
Abingdon-on-Thames**

Present

Cllr Jan Morter	Mayor of Abingdon-on-Thames
Cllr Margaret Crick	Deputy Mayor of Abingdon-on-Thames
Cllr Alice Badcock	
Cllr Mike Badcock	
Cllr Samantha Bowring	
Cllr Neil Fawcett	
Cllr Dennis Garrett	
Cllr Robert Hall	
Cllr Brian Hedley	
Cllr Vicky Jenkins	
Cllr Angela Lawrence	
Cllr Monica Lovatt	
Cllr Sandy Lovatt	
Cllr Lorraine Oates	
Cllr Helen Pighills	
Cllr David Pope	
Cllr Andrew Todd	

In Attendance

Mr Nigel Luker	Macebearer
Mr Steve Rich	Assistant Town Clerk/ Head of Services
Mr Nigel Warner	Town Clerk (Clerk to the meeting)
Rev Mary Williamson	

18 members of the public.

SECTION I (Open to the Public Including the Press)

C75 **Prayers**

Rev Mary Williamson led the meeting in prayer.

C76 **Apologies**

Apologies were received from Cllrs Jeanette Halliday and Patrick Lonergan.

C77 Declarations of Interest

Cllr Sandy Lovatt declared a personal, non-pecuniary interest in relation to the Abingdon Business Improvement District (BID) as he was a representative of the Vale of White Horse District Council on the Abingdon BID Advisory Team.

C78 Public Participation**a) Presentation of Grant Cheques to Local Organisations**

The Mayor, Cllr Jan Morter, stated that the Council had awarded a number of local organisations grants through the Community Services Committee and the Finance and General Purposes Committee and was pleased to present cheques to those organisations as follows:

Organisation	Amount	Name of person receiving cheque	Purpose of grant
Abingdon Explorer Scout Unit	£700	Rob Spence and 1 Scout	Towards the cost of new Tents
Abingdon Joint Schools Carnegie Forum	£500	Andrew Holme	Towards the Carnegie forum ready event
Abingdon Town Band	£1000	Thomas Evans	Towards New Uniforms
Abingdon Rowing Club	£1500	Nicky Warden	Towards New Equipment
Friends of Abingdon Civic Society	£800	Paul Johnson	Towards the Community Freespace Project

b) Abingdon Business Improvement District (BID)

Frank Watters read out a statement in relation to the Abingdon BID. This statement had been prepared by Mr Simon Escreet, who had been delayed in traffic.

Rose Samways then gave the following update to the BID:

- Awaiting the outcome of the petition to close the BID;
- Financial transactions in relation to the BID had been frozen;
- However reminders in relation to the BID Levy had been issued to businesses;
- Requested that the Town Council supports the termination of the BID;

- The BID had made a commitment, in writing, to be clear, informative and transparent but so far had not been. It was not clear who was serving on the board and they had ignored emails from levy payers. She asked for the Council's support.

Frank Watters made a statement in relation to the BID. He understood that the report in relation to the operation of the BID, which had been undertaken by the Vale of White Horse District Council Internal Audit Section, was now on the Abingdon BID website. He considered that the affairs of the BID had not been conducted in an efficient manner and he called on the Town Council to support the 102 businesses who wanted it closed down. Over the last two years it had received £200,000 of levy payers' money.

c) Heritage Open Days

Mr Alistair Fear made a statement regarding the Heritage Open Days. Unfortunately he would not have the time this year to co-ordinate Heritage Open Day and that the organisers, the Friends of Abingdon, had been unable to find a volunteer to take the role. However they would be able to appoint an Event Organiser at a reasonable fee. Consequently they would be submitting a grant application which would include funding for an event organiser and he hoped that the council would continue to support the Friends of Abingdon in organising the Heritage Open Days.

d) Abingdon Carbon Cutters

Anne Smart of Abingdon Carbon Cutters gave a brief presentation in relation to their plastics initiative. She explained that Abingdon Carbon Cutters is a community action group which had been raising awareness of environmental issues during the last ten years. A key part of their campaign was sustainability. Mrs Smart talked about the Abingdon Cuts Plastic which had commenced in January 2018, which was raising awareness of the issues surrounding the impact of plastic on the environment. She stated that they had recently given two awards to local businesses who had reduced the use of plastics, one of these being the Mousehole Café at the Museum. They were also hiring out the Community Free Space in Bury Street Shopping Centre as part of their drive to raise awareness. Mrs Smart also spoke about the Refill Abingdon Scheme which linked in to their initiative to reduce the use of plastic.

C79 **Thames Water Draft Water Resources Management Plan**

Mr Mark Matthews and colleagues from Thames Water gave a presentation in relation to Thames Water's Draft Water Resources Management Plan. A copy of this presentation is attached to these minutes.

Members then made comments and asked questions in relation to this matter.

- Comment: The reservoir will be ten times the size of the Farmoor Reservoir and it was understood that the size of the banks to the reservoir would be between 20 and 25 metres.
Thames Water response: it is planned that there will be landscaping around the reservoir to mitigate the vision impact. Thames Water is talking to other authorities including Natural England and the Area of Outstanding Natural Beauty in relation to this matter. It was acknowledged that the banks were high but that it would be possible to manage the impact.
- There was a question regarding the gradient of the banks and a comment that a gradual slope would mitigate any adverse visual impacts. In response Thames Water stated that it was not envisaged that the banks would be like the concrete banks on the London reservoirs. It would be possible to slope the banks but the authorities must be able to get to the bank side and undertake maintenance etc. Thames Water would consult on the banks but it should be noted that if there were a gentle gradient with a big slope this would cover a larger area. There could be some screening mounds, trees, woodland etc to manage the visual impact on the landscape. There could also be activities in and around the reservoir including fishing, cycling, walking and bird watching. All comments would be fed back as part of the consultation process which would be closing on 29th April 2018.
- A member commented that the possibility of a reservoir had been promoted for a long time and had been dismissed at the Public Inquiry seven years ago. They wondered what had changed? In response Thames Water stated that sustainability reductions had been confirmed. There was now a requirement for more resilience. In this Plan the resilience required for a drought had changed from a one in 125-year event to a one in 200-year event and therefore there had been a significant shift towards a requirement for a more secure water supply. Thames Water also stated that at the Public Inquiry they had been told that whilst they had undertaken substantial work on the reservoir option they had not undertaken as much work on the other options in relation to water supply. As part of the latest Plan they had looked at all the options on an equal basis and were now coming back with this proposal.
- A Member stated that the Plan did not mention waste water and she wondered whether that was part of the Plan. In response, Thames Water stated that it is now looking at waste water and developing a waste water plan for the longer term. This would include looking at sewerage catchment areas, how these could be improved, sustainable drainage etc. There will be upgrades to treatment works and with new technology these can also be smaller.
- A Member asked how much Abingdon would benefit from the proposals in the plan. There appeared to be lots of benefit for London. In response Thames Water stated that the scheme would provide for 300 million litres of water per day which included a daily allocation of 120 million litres to

London, 20 million litres to Oxfordshire / Swindon area and 20 million litres to Slough.

- A Member queried whether desalinisation treatment plants were proposed and whether more could be made of these. In response Thames Water stated that it had looked at desalinisation and the re-use of water. There is a desalinisation plant in East London. However based on assessments the reservoir was the best option. Thames Water was also looking at transfers of water from Severn Trent. It was noted that the Plan would be reviewed every five years in the light of population forecasts. Consequently the plans would change if the population forecast changed but this was the best programme for now.
- A Member commented that Birmingham, Manchester etc were all expanding and yet we are trying to take water away from them. Transfers should be considered from Wales, the Lake District etc. In response Thames Water stated that it was necessary to look at all the options on an equal basis. Desalinisation was very energy intensive and also there were issues surrounding the technology. They could not put “all their eggs in one basket”.
- A Member noted that the Plan showed settlement bunds close to Abingdon Common and queried this. Thames Water responded that at the moment these were conceptual and not indicative of actual location.
- A Member stated that there would likely be employment opportunities locally as a result of the construction and then the ongoing operation of the reservoir. He queried the construction programme. In response Thames Water stated that whilst there were no dates it anticipated the following timescales:
 - Planning – three years;
 - Construction – eight years.There would be many jobs created and the opportunity to develop skills and opportunities. Following construction, the reservoir would be in operation and there would likely be opportunities in relation to recreation.
- A Member stated that she understood that desalinisation was a more expensive process. She queried whether Thames Water was in touch with the Wilts and Berks Canal Trust and how they may be affected by Thames Water’s plans. The representatives from Thames Water confirmed that they were speaking with the Trust.
- The canal could be used to transport water rather than the proposals for a pipeline.
- There is no mention of the domestic grey recycling in the plan. Would it make a difference? In response Thames Water stated that that it was encouraging domestic grey recycling through the planning process. However its hands were tied because the relevant regulations give householders wide scope in this regard. Thames Water were trying to

encourage developers, in partnership with the District Council, to do a lot more.

C80 Minutes

The Council received and considered the minutes of the Council Meeting held on 24th January 2018.

Resolved the draft minutes of the Council of Abingdon-on-Thames held on 24th January 2018 be adopted and signed by the Mayor as a correct record.

Matters arising

Minute C56, Public Participation, item referring to Abingdon Business Improvement District (BID):

As previously notified on the agenda, Cllr Sandy Lovatt made a statement in relation to the Abingdon BID.

Cllr Lovatt stated that matters were now back in the hands of the levy payers and that the Chief Executive of the District Council had suggested that an extraordinary general meeting be called. As for Town Council support to close the BID, that would be for the Town Council to consider.

Cllr Lovatt noted that Cllr Mike Murray, Cabinet Member at the District Council, had caused some consternation at the recent Community Led Plan meeting when he stated that the internal audit section of the District Council had not undertaken an audit of the Abingdon BID. Cllr Lovatt stated that there had not been a financial audit; what had taken place was a procedures audit and this had been requested by the temporary leadership team of the BID. The procedures audit was in response to the outcry that there had been inadequate financial reporting from the BID.

Cllr Lovatt reiterated that the matter was now in the hands of the levy payers and wished to make two points: firstly it would be possible to close the current company and secondly it would then be possible to write to the Secretary of State to ask him to remove his consent for a BID to operate in Abingdon. If the latter happened then this would be the end of the financing of the Abingdon economy which had come through the BID.

Members then commented on the current state of affairs and some questions were asked.

A Member stated that the Town Council is a levy payer and therefore has a responsibility to see that money is well spent. Consequently he asked these questions of the Leader of the Council:

- I. What representations had been made in relation to the District Council or the Abingdon BID in relation to the value for money given by the BID and

II. Would the Leader be intending to make representations in relation to this matter?

The Leader of the Council, Cllr Mike Badcock, stated that he had not made any formal representations to the BID Board or the District Council in relation to this matter as the Council had not taken a position in this regard. However as a Councillor he had arranged for various meetings between concerned traders and the District Council. He had also received assurances from the Chief Executive of the District Council that letters demanding payment would not be pursued. It would be for the Council to consider its position as and when asked and he did not wish to pre-judge matters.

When the Town Council or Finance and General Purposes Committee discussed matters the options would be to initiate closure or a radical change in the way in which the BID operates.

A Member stated that the Abingdon BID had not been initiated by any council. The catchment area included Council properties but at no time were we as a Council involved in setting up the BID. Businesses put the proposal for a BID to levy payers and of the levy payers within the catchment area 58% of them voted in favour of the BID, representing 75% of rateable values. The BID exists because businesses voted for it. It is their project.

The Leader stated that the Town Council will always support traders in the Town.

Minute C55 – Amenities and Recreation Committee

The Leader of the Council, Cllr Mike Badcock, reported that the replacement bridge at the Ock Valley Walk had now been installed. He regretted that notices which had been put up advertising its re-opening had been taken down in the same way as the notices which had been put up when the bridge had been closed.

Minute F50 – Financial Report and Estimates 2018/19

The Leader of the Council Cllr Mike Badcock stated that additional expenditure of £30,000 had been included in the budget for 2018/19 as a contribution towards the cost of a bus service from South Abingdon to the town centre. He stated that Officers had met with the relevant County Officer and also spoken with Thames Travel. It was intended that proposals would be coming forward. The current proposal is that a bus service could be re-introduced in September 2018.

C81 Mayor of Abingdon-on-Thames

The Mayor, Cllr Jan Morter, presented her schedule of engagements since the last meeting of the Council, as circulated with the agenda. The Mayor thanked her deputy, Cllr Margaret Crick for standing in for her on occasions.

The Mayor invited all Members to join her for a drink in the Mayor's Parlour after the meeting.

(Cllr Sandy Lovatt left the meeting at this point, it being 8.25pm)

C82 Oxfordshire County Council Report

The Council received and considered the report from Cllr Emily Smith in relation to the above. This had been circulated with the agenda.

Cllr Smith wished to draw the Council's attention to two specific items. Firstly the Councillor Priority Fund. Each County Councillor had £15,000 to spend in their division in 2018/19 and 2019/20. The application process was similar to the Communities Fund but applicants would need to get their County Councillor to endorse their project before applying. Cllr Smith and her colleagues were looking for ideas and suggestions. Secondly the County Council was recruiting "Super Users" in relation to "Fix My Street", the online way to get road defects recorded and assessed. Super Users would have additional access to record defects in their local area but also book in repairs. If anyone knew someone who may be interested in becoming a Super User they should contact their County Councillor.

(Cllr Sandy Lovatt re-entered the meeting at this point, it being 8.27pm.)

Cllr Smith stated that the County Council had that day commenced consultation in relation to pedestrian and cyclist crossings in Dunmore Road, Twelve Acre Drive and Oxford Road. Cllr Neil Fawcett added that the County Council was also consulting on a zebra crossing in Faringdon Road.

The report was noted by the Council.

C83 Questions under Standing Order 10

Question submitted by Cllr Samantha Bowring to Cllr Alice Badcock, Chairman of the Amenities and Recreation Committee:

Is there a sufficiently robust programme of monitoring and maintenance in place to ensure that all of our walkways, paths and bridges remain safe, accessible and fit for purpose?

Cllr Alice Badcock, Chairman of the Amenities and Recreation Committee, replied that all walkways, paths and bridges under the responsibility of the Town Council were inspected at regular intervals.

Question submitted by Cllr Samantha Bowring to Cllr Vicky Jenkins, Chairman of the Community Services Committee:

“Has there been any feedback from groups and organisations using the Market Place for events and how will we encourage and support the community to make use of this space?”

In response, Cllr Vicky Jenkins, Chairman of the Community Services Committee thanked Cllr Bowring for the question. There had been no feedback from users.

Question submitted by Cllr Samantha Bowring to Cllr Mike Badcock, Chairman of the Finance and General Purposes Committee:

“Could we have an update on how we are progressing with our carbon emission reduction targets?”

Cllr Badcock stated that Members may notice that the Roysse Room was warm this evening. This was because the Council had recently insulated the room as part of the Guildhall Building Project. He stated that there were plans to insulate the Council Chamber. This would mean that the Council would be in a position to reduce heating costs. Cllr Badcock stated that the need to reduce energy consumption and carbon emission was being taken in to account constantly and these were examples of this work.

C84 Planning, Highways and Consultations Committee

It was proposed by Cllr Margaret Crick and seconded by Cllr Mike Badcock that the Council receive and consider the minutes of the meeting of the Planning, Highways & Consultations Committee held on 29th January, 19th February and 12th March 2018 and the draft minutes of 3rd April 2018, as circulated with the agenda.

Resolved that the minutes of the Planning, Highways & Consultations Committee held on 29th January, 19th February and 12th March 2018 and draft minutes of 3rd April 2018 be approved.

C85 Amenities and Recreation Committee

It was proposed by Cllr Alice Badcock and seconded by Cllr Lorraine Oates that the Council receive and consider the draft minutes of the meeting of the Amenities and Recreation Committee held on 7th February 2018, as circulated with the agenda.

Resolved that the draft minutes of the Amenities and Recreation Committee of 7th February 2018 be approved.

C86 **Community Services Committee**

It was proposed by Cllr Vicky Jenkins and seconded by Cllr Alice Badcock that the Council receive and consider the draft minutes of the meeting of the Community Services Committee held on 27th February 2018, as circulated with the agenda.

The Chairman of the Committee, Cllr Vicky Jenkins, reported that the budget for community grants for 2018/19 had been set at £18,000 and the first meeting of the Committee to determine grants from the applications received would take place on 15th May 2018.

A Member noted that there had been 10 requests for grants at the meeting of 27th February 2018 and five had been declined. She asked why the five applications had been declined. In response, Cllr Vicky Jenkins stated that the Council had a limited budget in relation to grants and some of the applications did not meet the criteria.

Resolved that the draft minutes of the Community Services Committee of 27th February 2018, be approved.

C87 **County Hall Museum Management Committee**

It was proposed by Cllr Monica Lovatt and seconded by Cllr Dennis Garrett that the Council receive and consider the draft minutes of the meeting of the County Hall Museum Management Committee held on 8th March 2018, as circulated with the agenda.

Further to the minutes the Chairman of the Committee, Cllr Monica Lovatt, reported that the Museum Manager, Mr Matthew Stevens, had left the Council to take up alternative employment and that a meeting was being arranged with the Museum Services Manager at Oxfordshire County Council, Mrs Carol Anderson, to discuss options for the Town Council. In the meantime, the staff at the Museum were coping very well in the absence of a manager.

Resolved that the draft minutes of the County Hall Museum Management Committee of 8th March 2018 be approved, together with any recommendations contained therein.

C88 **Guildhall Committee**

It was proposed by Cllr Dennis Garrett and seconded by Cllr Mike Badcock that the Council receive and consider the draft minutes of the meeting of the Guildhall Committee held on 19th March 2018, as circulated with the agenda.

The Chairman of the Committee, Cllr Dennis Garrett, reported that building work was continuing and that the Council was still planning to re-open the

Guildhall for hire from 1st September 2018.

Resolved that the draft minutes of the Guildhall Committee of 19th March 2018 be approved.

(It was noted that the recommendations of this Committee had been referred to the Finance and General Purposes Committee and would be considered at that item.)

C89 **Finance and General Purposes Committee**

It was proposed by Cllr Mike Badcock and seconded by Cllr Dennis Garrett that the Council receive and consider the minutes of the special meeting of 26th February 2018 and draft minutes of the meeting of the Finance and General Purposes Committee held on 27th March 2018, as circulated with the agenda.

The Council considered the various recommendations which were brought forward for approval from the Finance and General Purposes Committee.

Minute F73 - General Data Protection Regulations

The Council considered the recommendations of the Finance and General Purposes Committee in relation to policies in relation to the General Data Protection Regulations.

It was **resolved** that the following documents be adopted:

- i) Consent Form
- ii) General Privacy Notice
- iii) Staff / Councillors' Privacy Notice
- iv) Subject Access Request Policy
- v) Privacy Policy

Minutes F74 – Democratic Matters

The Council considered the recommendations of the Finance and General Purposes Committee in relation to Democratic Matters.

- I. It was **resolved** that draft protocol for recording and filming of Council and committee meetings be approved.
- II. It was **resolved** that the proposed changes to the constitution of the Traffic Advisory Committee be approved.

Consideration of the draft calendar of meetings for 2018/19 was deferred to the item recorded at minute C93.

Minute F76 (iii) – Space to Change, Old Magistrates' Court

In relation to the proposed Space for Change at the Old Magistrates' Court the Chairman of the Committee, Cllr Mike Badcock, asked that an amendment be approved by the Council to allow a 10% variation between the costing advice from the quantity surveyor and the price obtained from the contractor. T

The Council approved the amendment and **resolved**:

That subject to the professional advice from the quantity surveyor, the required building works for Space to Change facility be approved as long as the cost obtained from the contractor was no more than 10% more than that assessed by the quantity surveyor and that a variation order be entered into with Inside Out Developments Ltd to complete these works.

Minute F76 (iv) – St Nicolas Closed Churchyard

The Council considered the recommendations of the Finance and General Purposes Committee in relation to St Nicolas Close Churchyard.

It was **resolved** that the Town Council takes responsibility for the closed churchyard with immediate effect.

The Chairman of the Committee was pleased to note that the clock at St Nicolas' Church, which the Town Council maintains, was now working again.

Minute F79 – Civic Matters

The Council received and considered recommendations in relation to the above, as detailed in the report of the Assistant Town Clerk/ Head of Services.

It was **resolved** that the report of the Assistant Town Clerk/ Head of Services, and the procedures and protocols contained therein, be adopted.

Minute F81 - Property Matters – Abbey Hall

The Leader of the Council, Cllr Mike Badcock, stated that it was necessary to amend the recommendation detailed in the minutes so that it was conditional upon agreement on detailed heads of terms and an estimate for building works, agreement on these matters being within the remit of the Finance & General Purposes Committee to approve subject to the Council approving the principles. The amendment is shown in italics. Consequently the Council **resolved**:

1. That the Council agrees to the principle of renting the Abbey Hall to The Regal Evesham Limited in accordance with their offer of 21st March 2018, *subject to agreement on detailed Heads of Terms and the Council undertaking necessary works in accordance with the estimates set out in the confidential report of the Town Clerk, funded from the Pooled Property Fund.*
2. That the Regal Evesham Limited be advised of the risk items outlined in the report of the town clerk which are of concern and any agreement will be

subject to conclusion in relation to these matters.

3. That resolution of the concerns regarding building management will also be a prerequisite of any agreement.

Resolved that the minutes of the special meeting of 26th February 2018 and draft minutes of the Finance & General Purposes Committee of 27th March 2018 be approved, together with any recommendations contained therein as amended above.

C90 Community-Led Plan Working Group

Cllr Alice Badcock, the Chairman of the Working Group, thanked all Councillors who had attended the recent meetings in relation to the Community Led Plan and also thanked colleagues at Oxfordshire County Council and Vale of White Horse District Council who had supported the events.

In relation to the meetings which had taken place, she reported as follows.

Monday 5th March 2018 – Transport and Parking

James Wigmore was leading on cycling matters and one of the jobs being taken forward was to make sure that cycle paths would be cleared. There had been communications with Sustrans and also a meeting with Cllr Dr Suzanne Bartington (the County Council's champion in relation to cycling and pedestrian matters) and County Councillor Neil Fawcett. It was intended that initiatives in relation to walking buses to schools and utilisation of unused parking spaces around the town would be taken forward.

Tuesday 20th March 2018 - Planning, Housing and Flooding

Following discussions at this meeting, the following actions were identified:

- A survey of litter bins to establish whether they were being provided in the right place;
- Council to work out the cost of clearing litter and fixing items which had been subject to vandalism etc, so that people were made aware of the implications from anti-social behaviour. The District Council would also be looking at quantifying these matters.
- Initiatives to reduce waste and promote reusable containers. The Chamber of Commerce had agreed to encourage these initiatives in local cafes etc.

Monday 16th April 2018 - Town Retail, Town Centre Development and Parking

Amongst the outcomes of this meeting were that Mr Steve King had agreed to organise a tidy up of the town centre. Consideration would be given to providing

more flyers at key locations to promote what is happening in the town. Lynn Carter was organising an initiative to remove of out of date posters. Consideration was being given to putting Abingdon murals into the empty units in Bury Street.

Cllr Alice Badcock stated that the work of the Community Led Plan was continuing and announced the following further dates for meetings:

- Town Council Community Led Plan Working Group – Thursday 10th May 2018 at 7pm (Roissey Court Meeting Room).
- Monday 18th June at 7pm: Community Led Plan Meeting in relation to Community Safety, Flooding and Council Car Parks (meeting subsequently cancelled due to lack of residents registering to attend).

These dates would be circulated to Members.

C91 **Motions under Standing Order 8**

Motion One

Members considered the following motion proposed by Cllr Samantha Bowring and seconded by Cllr Helen Pighills that:

“Having due regard to the Council’s equality policy and the Equality Act 2010, Abingdon Town Council is fully committed to making its events inclusive and accessible to all. In previous years, disabled toilet facilities have been provided at Fun and Music in the Park however these are not fully accessible to those children and adults who are unable to get out of a wheelchair unaided.

“Mobiloo is a not for profit organisation that hires out fully accessible toilets, which have adult sized changing bench and hoist, to a range of events. Council resolves to hire a Mobiloo fully accessible toilet unit for Fun and Music in the Park 2018, this to be in addition to the toilet provisions already planned.

“It is noted that Council has a budget in place for Fun and Music in the Park 2018.”

There was detailed discussion in relation to the motion and with regard to its financial implications it was stated that the cost of the hire of the Mobiloo facility would be £490 for the day.

On putting the motion to the vote it was approved by 14 votes in favour, zero against and three abstentions.

Motion Two

Members considered the following motion proposed by Cllr Samantha Bowring and seconded by Cllr Helen Pighills that:

“Abingdon Cuts Plastic is a new community group committed to plastic recycling and reduction in the town. The group is working with local businesses,

organisations and the community to promote the reduction of use of plastic in Abingdon, in particular single use plastic, and cups that cannot be recycled

Abingdon Town Council endorses the aims of Abingdon Cuts Plastic and will support and work with the group whenever possible. The Town Council will also undertake to do the following:

- *Commit to not providing single use plastics in the Guildhall and to discourage hirers of the rooms from using non-recyclables.*
- *Sign up to the national Refill scheme and provide a place for free refilling of water bottles.*
- *Consider whether it can take steps to further reduce its own use of single use plastics, and other non-recyclable products.”*

During discussion of this item an amendment was proposed by Cllr Mike Badcock and seconded by Cllr Alice Badcock that the words “discourage hirers of the rooms from using non-recyclables” be replaced by the phrase “encourage hirers of the rooms to use recyclables.” This amendment was accepted by both the proposer and the seconder. The amendment was then agreed by the Council and became part of the substantive motion.

On being put to the vote the motion was approved unanimously:

“Abingdon Cuts Plastic is a new community group committed to plastic recycling and reduction in the town. The group is working with local businesses, organisations and the community to promote the reduction of use of plastic in Abingdon, in particular single use plastic, and cups that cannot be recycled

Abingdon Town Council endorses the aims of Abingdon Cuts Plastic and will support and work with the group whenever possible. The Town Council will also undertake to do the following:

- *Commit to not providing single use plastics in the Guildhall and to encourage hirers of the rooms to use recyclables.*
- *Sign up to the national Refill scheme and provide a place for free refilling of water bottles.*
- *Consider whether it can take steps to further reduce its own use of single use plastics, and other non-recyclable products.*

C92 Internal Control and Management of Risk

The Council received and considered the report of the Treasurer / Responsible Financial Officer in relation to the above. A Member stated that she felt that the risk assessments should also be considered by the various committees who were familiar with the matters within their terms of reference.

The Town Clerk stated that the Accounts & Audit Regulations required the Council to consider these matters directly but that he would request the Treasurer / RFO to report to a future meeting on whether it would be appropriate for these matters to also be considered by the relevant committees.

It was proposed by Cllr Mike Badcock, seconded by Cllr Alice Badcock and **resolved** that the Council notes the report of the Treasurer / Responsible Financial Officer in relation to internal control and the management of risk and endorse the action plan, authorising the Mayor to sign this on behalf of the Council.

C93 **Calendar of Council and Standing Committee Meetings 2018/19**
Meeting locations to 31st July 2018

The Council considered the above as recommended by the Finance & General Purposes Committee.

It was proposed by Cllr Mike Badcock, seconded by Cllr Monica Lovatt and **resolved** that the calendar of Council and Standing Committee Meetings for 2018/19 be approved.

The Council was informed that it was likely that meetings would need to be moved away from the Guildhall during the period to 31st July 2018 due to the ongoing building works.

C94 **Exclusion of the Public, Including the Press**

The Mayor moved:

“That in accordance with section 1 (2) of the Public Bodies (admissions to Meetings) Act 1960, the public, including the press, be excluded from the meeting because of the confidential nature of the business to be transacted as summarised below.”

SECTION II (Excluding the public and the press)

C95 **Confidential appendix to the minutes of the Finance & General Purposes Committee**

Members received and considered the draft confidential appendix to the minutes of the Finance & General Purposes Committee held on 27th March 2018, as circulated with the agenda.

Resolved that the draft confidential appendix to the minutes of the Finance and General Purposes Committee held on 27th March 2018 be approved, together with any recommendations contained therein.

The Leader of the Council, Cllr Mike Badcock, noted that this was the last meeting before the Annual Meeting and the last ordinary meeting that the Mayor would be chairing. He stated that every Mayor brought something different to the role and this year is no exception. He stated that the Mayor, Cllr Jan Morter, handled abuse at the two public meetings in January 2018 very well, his reaction may have been different. He also complimented the Deputy Mayor,

Cllr Margaret Crick. She had chaired the Planning meetings very well and he had great confidence for her year as Mayor.

The Mayor, Cllr Jan Morter, thanked everyone who had supported her, those who had attended events and helped her during the year. She would continue to work for the good of Abingdon when she stands down as Mayor in May 2018.

The meeting rose at 9.38 pm.

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Mayor of Abingdon-on-Thames

Date