



ABINGDON-ON-THAMES TOWN COUNCIL

Council Summons & Agenda

Wednesday 24 February 2021

At 7.00pm

19 February 2021

To All Members of the Council

Dear Sir/Madam

You are hereby summoned to attend a meeting of the Council of the Town of Abingdon-on-Thames to be held on **Wednesday 24 February 2021 at 7pm** for the transaction of the business stated below.

Due to the Covid-19 pandemic and in order to comply with 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 democratic@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 2.

At each open agenda item there are links to the relevant documents which open the document from the Council's website. Should you require a separate pdf version of individual documents please e-mail democratic@abingdon.gov.uk

Any queries on the agenda should also be directed to democratic@abingdon.gov.uk.

Yours faithfully

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.

AGENDA

SECTION I (Open to the Public Including the Press)

1 Prayers

The Rector, Rev Dr Charles Miller, will open the meeting with prayers.

2 Public Participation

It is Council policy that the Council sets aside a total of 15 minutes prior to the commencement of full Council Meetings for residents of Abingdon-on-Thames or owners/managers of businesses in Abingdon-on-Thames to ask questions of the Mayor or Chairs of the Standing Committees or to express views by way of making a statement.

In order to ask questions or make a statement written notice of questions or statements, served by way of letter or e-mail (democratic@abingdon.gov.uk), must be given to the Town Clerk by 7.00 pm on Monday 22 February 2021.

3 Apologies

To receive apologies for absence.

4 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

5 Minutes

To adopt and sign as a correct record the draft minutes meeting of the Council held on [27 January 2021](#) and to consider any matters arising.

6 Mayor's Announcements

There are no Mayor's Announcements to note for this cycle.

7 **Oxfordshire County Council**

To receive and consider a [report](#) in relation to the above.

8 **Vale of White Horse District Council**

To receive and consider a [report](#) in relation to the above.

9 **Questions under Standing Order 10**

Q1 To be asked by Cllr Helen Pighills to the Chair of the Amenities and Recreation Committee

Please can you describe the extra workload that the Council's Outside Team have undertaken both during the ongoing Covid-19 pandemic, and the recent bad weather events?

Q2 To be asked by Cllr Andrew Skinner to the Chair of the County Hall Museum Management Committee

Please can you describe the actions that the Museum staff have taken in recent months to enable residents to view the Town's unique collection of exhibits despite the Covid-19 restrictions?

Reports (minutes) of Council Committees, for adoption

10 **County Hall Museum Management Committee**

To receive and consider the draft minutes of the County Hall Museum Management Committee meeting held on [28 January 2021](#).

11 **Planning, Highways and Consultations Committee**

To receive and consider the draft minutes of the Planning, Highways and Consultations Committee meetings held on [1 February 2021](#).

12 **Guildhall Committee**

To receive and consider the draft minutes of the Guildhall Committee meeting held on [9 February 2021](#).

13 **Finance and General Purposes Committee**

To receive and consider the draft minutes of the Finance and General Purposes Committee meeting held on [9 February 2021](#).

Recommendations for consideration

Minute F140: Matters Referred

[Flag Policy](#), referred from the Community Services Committee

The Flag Policy was referred from the Community Services committee. Councillors asked for the policy to refer to the town flag being flown on the occasion of the funeral of serving members of staff and it was agreed that these circumstances would be covered by paragraph 5 of the policy, 'urgent matters'. It was agreed that any decision under paragraph 5 of the policy should be taken by the Town Clerk in consultation with the Leader of the Council and Mayor. It was **RECOMMENDED to FULL COUNCIL** that the Flag Policy (as amended) be approved

Minute F142: Personnel sub-committee

The minutes from the meeting on 2 February 2021 were presented to the meeting. The minutes included a recommendation from the sub-committee that the revised staff handbook be approved.

The committee considered the recommendations included within the minutes and it was **RECOMMENDED to FULL COUNCIL** that the draft Staff Handbook be approved.

Minute F143: Community Infrastructure Levy Policy

The committee received and considered the report of the Town Clerk.

It was **RECOMMENDED to FULL COUNCIL** that the recommendations contained within the report be approved.

Minute F144: Letter from Friends of Abingdon Abbey Buildings Trust

The committee received and considered the report of the Town Clerk and a letter from Bryan Brown, the Chairman of The Friends of Abingdon Abbey Buildings Trust.

Councillors were supportive of the proposal from the trust, would be very supportive of the work and would seek to discuss support but it was not possible to offer any firm commitments before more details of the project were provided.

It was **RECOMMENDED to FULL COUNCIL** that a letter be sent by the Town Clerk to the Trust to offer its wholehearted support and good wishes for this project and looks forward to hearing further details at the design phase, when it will consider the future level of support and offer to publicise the project using the Town Council's digital media and Town Crier magazine.

The Town Clerk would share the draft letter with councillors before the Full Council meeting.

14 **Green Advisory and Scrutiny Committee**

To receive and consider the draft minutes of the meeting held on [18 February 2021](#) – to follow - and to consider that the [single use plastics policy](#) (minute GR49) be adopted by the Town Council.

15 **Motions under Standing Order 8**

Motion proposed by Cllr Neil Fawcett, seconded by Cllr Alex Greenaway

The flooding in Oxfordshire over Christmas served as yet another reminder of the importance of flood defences as climate change makes flood events more common and more extreme. As well as planning policy needed to take increasing flood risk seriously, it is vital that the Environment Agency are properly funded to help them protect communities and the local economy from the devastating impact of flooding.

Council notes:

- That there is a Flood Alleviation Scheme already designed and costed which if built would help to protect parts of Abingdon around the River Ock. This scheme is unfunded.
- The increasing likelihood due to climate change of flooding on the scale that Abingdon experienced in 2007.
- The impact of flooding on our communities can be devastating – for residents personally effected, and the impact on our electricity and transport infrastructure which has a knock-on impact for businesses and the local economy.

Council will:

- Ask the Town Clerk to write to the Secretary of State for DEFRA and the Chief Secretary to the Treasury asking for the Environment Agency funding for flood alleviation schemes to be increased significantly and for the

Abingdon Flood Alleviation Scheme specifically to be funded as part of the government's next budget round.

- Ask the Town Clerk to write to the Environment Agency asking for regular updates on the Abingdon Flood Alleviation Scheme
- Continue to work through our partnerships with other authorities, to highlight the importance of flood alleviation in Abingdon.
- To consider flood alleviation and natural water course management as part of our Neighbourhood Plan.

Exclusion of the Public, Including the Press

The Mayor will move:

“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 (Confidential Agenda)

16 Confidential appendices to the minutes of meetings

To receive and consider the confidential appendices to the minutes of the following committees and any recommendations contained therein:

- (i) Guildhall Committee meeting of 9 February 2021
- (ii) Finance and General Purposes Committee meeting of 9 February 2021

17 Financial Matter – Market Place

Please see the confidential agenda.