



ABINGDON-ON-THAMES TOWN COUNCIL

Council Summons & Agenda

Wednesday 28 April 2021

At 7.00pm

23 April 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 28 April 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 26 April 2021.

There will be a presentation from [Yellow Submarine](#) about their work.

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 [24 February 2021](#) and to consider any matters arising.

6 **Mayor's Announcements**

A list of the Mayor's Engagements can be found [here](#).

7 **Oxfordshire County Council**

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

8 **Vale of White Horse District Council**

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

Reports (minutes) of Council Committees, for adoption

9 **Planning, Highways and Consultations Committee**

To receive and consider the draft minutes of the Planning, Highways and Consultations Committee meetings held on [22 February 2021](#), [15 March 2021](#) and [6 April 2021](#).

10 **Traffic Advisory Committee**

To receive and consider the draft minutes of the Traffic Advisory Committee meeting held on [3 March 2021](#).

11 **Guildhall Committee**

To receive and consider the draft minutes of the Guildhall Committee meeting held on [4 March 2021](#).

12 **Community Services Committee**

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

13 **Amenities and Recreation Committee**

To receive and consider the draft minutes of the Amenities and Recreation Committee meeting held on [17 March 2021](#).

14 **County Hall Museum Management Committee**

To receive and consider the draft minutes of the County Hall Museum Management Committee meeting held on [25 March 2021](#).

15 **Finance and General Purposes Committee**

To receive and consider the draft minutes of the Finance and General Purposes Committee meeting held on [30 March 2021](#).

Recommendations for consideration

Minute F163: Covid-19 response

The committee was asked to make a recommendation to Full Council on how to proceed with Council meetings.

It was agreed that the Town Council must ensure that it abides by government rules but Councillors would favour hybrid meetings with a virtual facility to enable members and staff with concerns or clinical needs to participate. If the Town Council ends up running hybrid meetings it will be necessary to carefully consider how to ensure that all participants are equally involved.

16 **Green Advisory and Scrutiny Committee**

To receive and consider the draft minutes of the meeting held on [20 April 2021](#).

Reports

17 **Democratic Matters**

To receive a [report](#) from the Town Clerk including [draft calendar of meetings](#) for 2021-22 for the year and [by committee](#).

18 **Corporate review of risks 2020-21**

To receive a [report](#) from the Deputy Town Clerk / RFO on the corporate review of risks, including a summary of the risk register ([appendix A](#)) and the risk action plan ([appendix B](#)).

19 **Neighbourhood Plan**

To receive a [report](#) from the Town Clerk and approve the designated area for the neighbourhood plan.

20 **Abingdon Covid recovery and lockdown easing**

To receive a [report](#) from the Town Clerk.

21 **Civil Parking Enforcement**

Civil Parking Enforcement (CPE) is due to be introduced in the Vale of White Horse District and this will give the opportunity to make improvements to parking arrangements in Abingdon. Members are requested to consider how they wish to approach this matter and ensure that improvements are suggested and implemented which will accord with the Council's key strategic objectives.

22 **Election of Mayor**

To receive nominations from Members for the election of Mayor for the 2021-2022 Civic Year.

(For the avoidance of doubt it should be noted that, by statute, the appointment of the Mayor is wholly within the power of the Annual Meeting, and that includes the power of that meeting to consider any other nominations taken to that meeting).

23 **Election of Deputy Mayor**

To receive nominations from Members for the election of Deputy Mayor for the 2021-2022 Civic Year.

(For the avoidance of doubt it should be noted that, by statute, the appointment of the Deputy Mayor is wholly within the power of the Annual Meeting, and that includes the power of that meeting to consider any other nominations taken to that meeting).

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)

24 **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 4 March 2021
- (ii) Amenities and Recreation Committee 17 March 2021

25 **Fees and charges**

To receive a confidential report from the Town Clerk.