

ABINGDON-ON-THAMES TOWN COUNCIL

Urgency Committee 25 June 2021

Agenda Item 5 - Recommendations

Guildhall Advisory Committee 20 May 2021

Minute ref	Minute/Title	Recommendation	Urgency Committee decision	Note (if any)
G5	Minutes	It was recommended to the Urgency Committee that the minutes of the meeting held on 4 March 2021 be signed as a correct record by the Chair.	Agreed	
G9	Management accounts	It was recommended to the Urgency Committee that the management accounts for the period 1st April 2020 to 31st March 2021 be approved.	Agreed	
G15	Confidential appendix to the minutes, 4 March 2021	It was recommended to the Urgency Committee that the confidential appendix to the minutes of the meeting of the Guildhall Advisory Committee of 4 March 2021 be approved as a correct record and signed by the Chair.	Agreed	

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Personnel Advisory Committee 28 May 2021

Minute ref	Minute/Title	Recommendation	Urgency Committee decision	Note (if any)
52	Minutes	It was recommended to the Urgency Committee that the minutes of the meeting of the Personnel Sub-Committee held on 30 April 2021 be approved as a correct record.	Agreed	

Communications Working Group 1 June 2021

Minute ref	Minute/Title	Recommendation	Urgency Committee decision	Note (if any)
5	Minutes	It was recommended to the Urgency Committee that the notes of the previous meeting on 10th August 2020 be accepted as a correct record.	Agreed	

Planning, Highways and Consultations Advisory Committee 7 June 2021

Minute ref	Minute/Title	Recommendation	Urgency Committee decision	Note (if any)
5	Minutes	It was recommended to the Urgency Committee that the minutes of the Planning, Highways and Consultations Committee meeting on 17 May 2021 be agreed.	Agreed	
6	It was noted that the advisory committee had	It was agreed to request that the Urgency Committee appoint two additional members to the advisory	Agreed	

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	four members and required three members to be quorate.	committee as soon as possible, ideally representing all parts of Abingdon to enable knowledge of all areas of the town to inform decisions on planning applications.		

Amenities and Recreation Advisory Committee 9 June 2021

Minute ref	Minute/Title	Recommendation	Urgency Committee decision	Note (if any)
A5	Minutes	It was recommended to the Urgency Committee that the draft minutes of the meeting of the Amenities and Recreation Committee of 17 March 2021 (previously circulated as a report to the Council Meeting held on 28 April 2021) be approved as a correct record of the meeting.	Agreed	
A9	Management accounts	It was recommended to the Urgency Committee that the report of the Deputy Town Clerk / RFO and the management accounts for the period ending 31 March 2021 be approved.	Agreed	

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Minute ref	Minute/Title	Recommendation	Urgency Committee decision	Note (if any)
A9	<p>Transfers to earmarked reserves The budget outturn included some transfers to earmarked reserves for projects which were not completed during 2020-21 and planned savings for future projects. These transfers were:</p> <ul style="list-style-type: none"> i. Works arising from the tree survey 201/4153 £37,096 transferred to emr 353 Arboriculture ii. Cemetery improvement unspent budget 211/4156 £11,974 transferred to emr 352 Cemetery Improvements iii. New Cemetery Fund-planned savings 299/4866 £75,000 transferred to emr 344 New Cemetery Fund iv. Capital street furniture unspent budget 299/4845 £7.465 transferred to emr 348 Street Furniture 	<p>It was recommended to the Urgency Committee that the transfers to the earmarked reserves as set out in paragraph 3.1 of the Finance Report and above be approved.</p>	Agreed	

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Minute ref	Minute/Title	Recommendation	Urgency Committee decision	Note (if any)
A9	Earmarked reserves	It was recommended to the Urgency Committee that approval to use the earmarked reserves listed in para 3.3 of the Finance Report during 2021-22 be delegated to the Town Clerk and the Deputy Town Clerk in consultation with Cllr Halliday and Cllr Clifton.	Agreed	
A12	Rubbish in the Market Place	It was recommended to the Urgency Committee that the coffee shops within the Market Place are approached by officers with a proposal for the Council to provide bins which the eating establishments would be responsible for emptying daily. If such a proposal is welcomed by the establishments, then approval to purchase the bins be delegated to Town Clerk and the Deputy Town Clerk in consultation with Cllrs Halliday and Clifton.	Agreed	Added to Actions Register
A12	Ashes scattering area	It was recommended to the Urgency Committee that a provisional sum of £7,500 be allocated from budget 211/4156 to develop an ashes' scattering area at the cemetery.	Agreed	
A12	Infant burial area	It was recommended to the Urgency Committee that the landscaping and defining of an infant burial area be added to the Forward Plan for 2022-23, with this work being funded from the Cemetery Improvements 2022-23 budget 211/4156.	Agreed	Added to Actions Register
A12	Replacement bollards in the Market Place	It was recommended to the Urgency Committee that approval to consider the quote for replacement bollards in the Market Place and place an order be delegated to the Town Clerk and the Deputy Town Clerk in consultation with Cllrs Halliday and Clifton.	Agreed	

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A12	Twinning signpost	It was recommended to the Urgency Committee that an order be placed for an eight-armed signpost, to be placed in the Roysse Court Garden within the budget of £3,500 (from budget 299/4845 capital street furniture) be delegated to Town Clerk and Deputy Town Clerk in consultation with Cllr Halliday and Cllr Clifton and the detailed design approval to be delegated to the Cemeteries & Outdoor Services Manager and Cllr Oates.	Agreed	Added to Actions Register
A13	Re-gilding of vault plaques	It was recommended to the Urgency Committee that, in the event that any complaints are made during the initial 10-year lease period, approval to pay for re-lettering of vaults be delegated to the Town Clerk and the Deputy Town Clerk and that should the lease period be extended beyond 10 years, lessees be advised that should any re-gilding of letters be required at any time in the future that they will be asked to bear the cost.	Agreed	
A14	Boxhill Recreation Ground litter	It was recommended to the Urgency Committee that approval to install any further litter bins in the Boxhill Recreation Ground be delegated to the Cemeteries & Outdoor Services Manager in consultation with Cllr Clifton.	Agreed	
A15	Review of play areas	It was recommended to the Urgency Committee that the purchase of new & replacement Play Equipment be delegated to the Town Clerk and the Deputy Town Clerk in consultation with the Cemeteries & Outdoor Services Manager and should note the suggestions made in the list presented at agenda item A15.	Agreed	

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A16	Trees in the Motte	It was recommended to the Urgency Committee that the decision about what action to take with respect to the trees next to the properties in the Motte be delegated to the Cemeteries & Outdoor Services Manager in consultation with Cllr Halliday and Cllr Clifton.	Agreed	
A21	Confidential appendix to the minutes, 17 March 2021	It was recommended to the Urgency Committee that the confidential appendix to the minutes of the meeting of the Amenities and Recreation Committee of 17 March 2021 be approved.	Agreed	

Please refer to the confidential recommendations in a separate document on Sharepoint.