



ABINGDON-ON-THAMES TOWN COUNCIL

Council Summons & Agenda

Wednesday 26 January 2022

Council Offices, 7pm

21 January 2022

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 26 January 2022 at 7pm** for the transaction of the business stated below. A note on governance can be found at the end of the agenda.

The meeting will be held in person **in the Council Offices, Roysse Court** but due to the Covid-19 pandemic the Town Council will not allow members of the public to attend in person. If you would like to view the meeting via Teams, please e-mail democratic@abingdon.gov.uk and you will be sent the relevant link on the day of the meeting.

In order to proceed in the safest manner it is intended that the meeting be organised so that it is quorate and that most members will join the meeting remotely. However, it will be permitted for the Mayor to take an indicative vote of all members who are present in person or virtually if she considers this to be helpful but in these circumstances note that this would need to be followed by a vote of only those who are present in order to comply with legal requirements.

The meeting will, as far as possible, be conducted in the same way as a meeting with all participants attending 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.

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At each open agenda item there are links to the relevant documents which open the document from the [Town Council 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

1. **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 5pm on Monday 24 January 2022.

Olga Senior of Dementia Friendly Abingdon will make a short presentation.

2. **Apologies**

To receive apologies for absence.

3. **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.

4. **Minutes**

To adopt and sign as a correct record the draft minutes of the meeting of the Council held on [1 December 2021](#) and to consider any matters arising.

5. **Mayor's Announcements**

To note the list of the Mayor's Engagements, which can be found [here](#).

6. **Oxfordshire County Council**

To receive and consider a [report](#) on the work of the County Council from Cllr Neil Fawcett.

7. **Vale of White Horse District Council**

To receive and consider a [report](#) on the work of the District Council.

Minutes of Council Advisory Committees for adoption as a report of their proceedings (not accuracy) and recommendations for approval

8. **Community Advisory Committee**

To receive and consider the draft notes of the meeting of the Community Advisory Committee held on [21 December 2021](#), together with the recommendations contained therein.

9. **Environment and Amenities Advisory Committee**

To receive and consider the draft notes of the meeting of the Environment and Amenities Advisory Committee held on [11 January 2022](#), together with the recommendations contained therein.

10. **Town Infrastructure Advisory Committee**

To receive and consider the draft notes of the meeting of the Town Infrastructure Advisory Committee held on [13 January 2022](#), together with the recommendations contained therein..

11. **Finance, Governance and Asset Management Advisory Committee**

To receive and consider the draft notes of the meeting of the Finance, Governance and Asset Management Advisory Committee meeting held on [18 January 2022](#).

Matters referred

FG52. **Management accounts**

The committee received, considered, and recommended to the Town Council that the management accounts from 1 April 2021 to 31 November 2021 be approved.

FG53. **Finance report**

The committee received, considered and recommended to the Town Council that the [list of payments](#) made between 1 November 2021 and 31 December 2021 be approved.

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FG54. **2022-23 Estimates**

It was proposed by Cllr Bowring, seconded by Cllr Skinner, and recommended to council:

- (i) That the year-end projections as set out in paragraphs 6.1 to 6.3 and appendix A of the report of the Deputy Town Clerk/ RFO, be noted
- (ii) That the fees and charges as set out in paragraph 6.4 and appendix B the report be approved subject to amending the charge to commercial markets including the regular Monday market (but excluding the Farmers' Market) for 2022/23 to £12.00 per 10ft pitch, to reflect the increased management costs incurred by the town council as a result of duties transferring from the traders to the council.
- (iii) That the report of the district council remuneration panel dated December 2020 and received 11 January 2022, be noted.
- (iv) That Members' allowances for 2022/23 be approved as follows:
 - (a) £1,117 per member, resulting in an overall budget of £21,223, this being based on 20% of a district councillor's basic allowance as in previous years
 - (b) That travel and subsistence expenses be payable to members in relation to duties incurred outside the parish, payable at the national HMRC rates
 - (c) That a mayoral allowance of £3,500 be paid, noting that by local arrangement the mayor allocates £500 of this allowance to the deputy mayor to recognise duties undertaken on their behalf.
- (v) That estimates for 2022/23 as detailed in the report from paragraphs 6.10 to 6.23 and in the associated appendices be noted and that the net expenditure requirement for the council for 2022/23 be agreed as £1,807,313 (this including all the items detailed in paragraph 6.11) plus the following amendments recommended by the town infrastructure advisory committee to that committee's draft budget, which was considered on 13 January 2022):
 - (a) Support for CCTV in Abingdon – £8,346
 - (b) Speed indicator devices – £15,000

If this is agreed, then the revised net expenditure requirement is £1,830,659

- (vi) That the net expenditure budget for 2022/23 be funded as follows:

Precept £1,755,659
Grant funding and use of CIL £75,000

- (vii) That subject to the above the report of the Deputy Town Clerk/ RFO, be approved.

FG55. **Investment Strategy**

The committee received and considered a report from the Deputy Town Clerk / RFO.

The Deputy Town Clerk confirmed that there were no recommended substantial changes to the policy, with all changes relating to the change in governance arrangements only.

It was proposed by Cllr Bowring, seconded by Cllr Halliday, and recommended that the investment strategy as contained in appendix B of the report be approved.

12. **Governance during the Covid-19 pandemic**

Report of the Town Clerk

Meetings

On 29 September 2021 the Urgency Committee and the Town Council reviewed the emergency governance arrangements in place during the Covid-19 pandemic.

It was decided that the council's committees should continue to meet on-line as advisory committees. The recommendations of each advisory committee are then considered by the next meeting of the town council. The town council is conducted as a hybrid meeting with those members physically present at the meeting able to vote and make decisions but with the option also for members to attend on-line, in which case they can speak but not vote.

On 19 January 2022 the Government announced an easing of restrictions back to "Plan A." There is a desire to resume as much face-to-face activity as possible but case numbers and hospitalisations, although falling, remain high.

Consequently, I recommend:

- (i) that the current arrangements remain in place during the February/ March cycle of meetings
- (ii) the matter be reviewed at the council meeting on 30 March 2022.

Attendance at meetings

Council agreed at its meeting on 28 April 2021:

1. That with effect from 28 April 2021 any member who does not attend at least one meeting in a six-month period due to the risk to their health resulting from the Covid-19 pandemic has the requirements of Section 85 (1) of the Local Government Act 1972 waived and the time limit extended.

2. That the matter then be reviewed by the Urgency Committee every two months and if necessary, a motion extending the time limit by a further six months be considered. *(Note: the powers of the Urgency Committee have reverted back to the Town Council).*

I recommend:

that having due regard to the continued Covid-19 pandemic and high infection and hospitalisation rates, the above arrangements be continued for an additional six months.

13. Motions under Standing Order 8

Motion proposed by Cllr Barody, seconded by Cllr Bowring:

Abingdon Council to Support the Climate and Ecological Emergency Bill

The Climate and Ecological Emergency Bill is a private members' bill with cross-party support of over 150 Parliamentarians (MPs and Peers across all political parties) and over 100 local councils around the UK.

It would enshrine in law a commitment to deliver policy and action in line with the latest science - and with our Government's own ambitions. It is the only proposed legislation which addresses the interconnected crises in climate and nature, with annual legally-binding targets to keep us on track.

This will also contribute towards preserving the future of children, young people and in essence, generations to come.

Abingdon also acknowledges the work the town and residents are already doing with support from local organisations and the newly formed Climate Emergency Centre

This Council resolves to:

1. Support the Climate and Ecological Emergency Bill;
2. Inform our town, the residents and our local MP (Layla Moran) of this action through our website and social medial forums
3. Inform the local media (press) of this decision;
4. Write to [Zero Hour](#), the campaign in support of the CEE Bill (joinus@ceebill.uk), and to the [Zero Hour Oxfordshire](#) (ceebillalliance.oxford@gmail.com), the Oxfordshire campaign in support of the CEE Bill, expressing our support

14. 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)

15. **Community Advisory Committee**

To receive and consider the draft confidential appendix to the notes of the meeting of the Community Advisory Committee held on 21 December 2021.

16. **Town Infrastructure Advisory Committee**

To receive and consider the draft confidential appendix to the notes of the meeting of the Town Infrastructure Advisory Committee held on 13 January 2022.

17. **Civic matters: Freedom of Abingdon**

Report from the Town Clerk

Note on Governance

On 29 September 2021 the Urgency Committee and the Town Council reviewed the emergency governance arrangements in place during the current phase of the Covid-19 pandemic.

The council's committees continue to meet on-line as advisory committees.

The recommendations of each advisory committee are then considered by the next meeting of the town council. The town council is conducted as a hybrid meeting with those members physically present at the meeting able to vote and make decisions but with the option also for members to attend on-line, in which case they can speak but not vote.

The emergency arrangements will be reviewed regularly and at each council meeting.