



ABINGDON-ON-THAMES TOWN COUNCIL

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Town Infrastructure Committee Thursday 21 July 2022 AGENDA

Date of agenda: 15 July 2022

To: Members of the Town Infrastructure Advisory Committee:

Cllr Grace Clifton
Cllr Eric de la Harpe
Cllr Neil Fawcett
Cllr Jim Halliday
Cllr Rawda Jehanli
Cllr Robert Maddison
Cllr Andrew Skinner
Cllr Andy Foulsham – Mayor ex-officio
Chair of the Finance, Governance & Asset Management Committee – ex officio

To all other Members of the Council for information only

Dear Member

You are hereby summoned to attend a meeting of the **Town Infrastructure Committee** to be held on **Thursday 21 July 2022 at 7.00pm** in the **Old Magistrates Court**. Councillors and members of the public who are unable to attend in person may join through an MS Teams link. Councillors who attend remotely are unable to chair, propose or second actions or vote.

Please note that the Town Council is a consultee on planning applications and any comments may best be submitted directly to the Vale of White Horse District Council [using the website which can be found here](#).

Should any Member be unable to attend and wish to send a substitute to the meeting, they should email democratic@abingdon.gov.uk.

Any queries in relation to this agenda should be directed to myself.

Yours sincerely

Nigel Warner

Nigel Warner
Town Clerk

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.

SECTION I - Open to the Public Including the Press

1. To elect a Chair and Vice Chair for the 2022-2023 Municipal Year

2. Apologies

To receive any 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. Terms Of Reference

To review and accept the [Terms of Reference](#) for this Committee.

5. **Lead Councillors for areas of committee responsibility**

During 2021-22 the Committee appointed Lead Councillors for areas of responsibility which are set out below. The Lead Councillor is tasked with keeping under review any areas within their remit and will be the person who the Town Clerk or other officers consults with in relation to those matters especially in relation to urgent consultations. Note the relevant paragraph in the scheme of delegation is included in brackets.

The names of the Lead Councillors are highlighted in red font and the Committee is requested to consider their reappointment for 2022-23, or otherwise.

Neighbourhood Planning (paragraph 5) – Cllr Clifton.

Planning: to be the link with the Planning Panel (paragraph 2) and related matters set out in paragraph 4 of the scheme of delegation (strategic/development plans, proposed listed buildings, conservation areas, tree protection orders and building preservation orders), plus those areas covered by paragraph 7 – Cllr Halliday.

Highways/transport/parking (paragraphs 8 and 9) - Cllr Jehanli.

Active travel (paragraph 14) – Cllr de la Harpe.

Licensing (paragraph 11) and house naming/ street numbering (paragraph 3). Street naming would need approval by the full committee - Cllr Fawcett.

6. **Public participation**

To receive any statements and questions; these should be submitted in writing to the Town Clerk no later than 5pm on Wednesday 20 July 2022. This may either be by letter to the address above or by e-mail to democratic@abingdon.gov.uk.

7. **Notes of meeting**

To receive, consider and recommend to the Town Council that the [draft notes](#) of the meeting of the Town Infrastructure Advisory Committee of 17 March 2022 be agreed as a correct record, to be signed by the Chair.

8. **Matters arising**

To consider any matters arising from the minutes of these meetings not covered elsewhere on the agenda. Decisions required resulting from this to be a separate agenda item at the next meeting for resolution.

9. **Forward Plan**

The Forward Plan was approved by Full Council on 27 January 2021 and the standing committees review those part of the plan for which they are responsible, at each meeting.

To review and consider the forward plan for this committee which can be found [here](#).

There is a duplication between the Forward Plan and the Actions Register and this should be rationalised

10. **Actions register**

The actions register report can be found [here](#).

11. **Neighbourhood Plan**

To receive an [update](#) from Cllr Grace Clifton.

There is a dedicated website in relation to the Plan which can be access [here](#).

12. **Cycling and Walking**

To receive an update in relation to the Local Cycling and Walking Infrastructure Plan (LCWIP) and the Bridge Street/East St Helen Street/Market Place scheme. A verbal report on the latter was made by Sustrans and Oxfordshire County Council to the Council meeting on 29 June 2022.

13. **Finance Report**

To receive and consider the [report](#) of the Finance Officer, including the [management accounts](#) for the period 1 April – 30 June 2022.

14. **Land and Property review**

The Town Clerk reports:

Responsibilities for these matters primarily span over three committees per the Council's Scheme of Delegation:

- Environment and Amenities: to oversee all arrangements in the town relating to recreation areas and open spaces, including the responsibilities of the various local authorities and arrangements in place for the management and maintenance of open spaces;
- Finance, Governance and Asset Management: the disposal, acquisition or renewal of any property interests;
- Town Infrastructure: the neighbourhood plan and making representations to the planning authority; to consider all matters in relation to highways, footpaths and bridleways; to consider all other consultations as may relate to services operated in the town including leisure and recreation.

Town Council land:

The Town Council is clear on what land it maintains but we are aware of legacy issues in relation to ownership of communal areas. The work to clarify land holdings will be completed within the next week and land holdings mapped in the Council's GIS system (Pear). Lists of parcels of land which are maintained but not owned by the council will be brought forward to future meetings of the relevant committee with officer recommendations for action, for consideration. These recommendations will depend on a number of factors including the maintenance issues in relation to the land, the community benefit of the land, environmental and financial implications.

Vale of White Horse District Council land:

As a result of the Town Council's desire to engage in constructive discussions the Abingdon part of the review is in the first tranche.

I met with District Council officers in May. E-mail from District Officer received 20 June 2022: *"I was tasked with providing you with plans showing what the Vale Council would be looking to sell. I was hoping to have these with you by early June and so must apologise for the delay.*

"I'm working with colleagues to pull these plans together but at present this is proving difficult as our mapping layers on GIS do not enable us to easily identify District Council land parcels which form part of the adopted highway and we need to remove those areas from the plans, as does not make sense to transfer these to another council unless they are the highways authority. Concerted efforts by officers now will avoid wasting the Town Council's time in considering sites which are inappropriate."

No further update so have chased and also queried the phrase "looking to sell."

I will report further with any updates.

15. **Future Agenda items**

To consider and propose items for future agendas.

- List of policies pertaining to the work of this committee.

16. **Dates of future meetings**

To note the dates for future meetings and items for the agenda.

- 22 September 2022
- 24 November 2022
- 12 January 2023
- 9 March 2023