



# ABINGDON-ON-THAMES TOWN COUNCIL

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## **Community Committee** **Tuesday 8 November 2022** **AGENDA** **Old Magistrates Court, 7pm**

Date of agenda: 3 November 2022

To: All Members of the Community Committee

Cllr Neil Fawcett	Chair
Cllr Pat Lonergan	Vice Chair
Cllr Cheryl Briggs	
Cllr Andrew Coveney	
Cllr Alex Greenaway	
Cllr Rawda Jehanli	
Cllr Lorraine Oates	
Cllr Andy Foulsham	Mayor ex-officio
Chair of the Finance, Governance & Asset Management Committee – ex-officio	

To: all other Members for Information

Dear Member,

You are hereby summoned to attend a meeting of the **Community Committee** to be held on **Tuesday 8 November 2022 at the rising of the Town Council Special Meeting** in the Old Magistrates Court.

Should any Member be unable to attend and wish to appoint a substitute to the meeting, they should inform me at [democratic@abingdon.gov.uk](mailto:democratic@abingdon.gov.uk).

Any queries on the agenda should also be directed to me.

Yours sincerely

*Nigel Warner*

Nigel Warner  
Town Clerk (signed electronically)

## **Abingdon-on-Thames 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. **Apologies**

To receive any apologies for absence.

#### 2. **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.

#### 3. **Statements and Questions from the Public**

To receive any statements and questions; these should be submitted in writing to the Town Clerk no later than 5pm on Monday 7 November 2022. This may either be by letter to the address above or by e-mail to [democratic@abingdon.gov.uk](mailto:democratic@abingdon.gov.uk).

#### 4. **Minutes**

To sign as a correct record the draft minutes of the meeting of the Community Committee of [6 September 2022](#).

5. **Matters arising**

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

6. **Forward Plan**

To review and consider the [forward plan](#) for this committee.

i) **Council events – accessibility audit.**

To consider the involvement of external event organisers to address capacity issues within the town council. Minute C36/22 6 September 2022 refers.

ii) Update on the **Bandstand** from the working party.

7. **Actions Register**

To consider progress on the resolved [actions report](#) from previous meetings of this committee.

i) Update on the Market Place **notice board**.

8. **Update from the Community Services Manager**

i) **Fun and Music in the Park 2023** - The committee is asked to consider whether this event next year should be move to 6 May to coincide with the coronation of King Charles III.

ii) **Communications working party** – it has proved difficult to convene a meeting of this working party and the Locum Deputy Clerk asks the committee to help facilitate this.

iii) Update on **Christmas 2022 events**.

iv) **Jubilee event** review.

9. **Town Crier**

i) **Town Crier** December edition – article suggestions.

ii) **Production Process** - The committee is asked to approve the process set out in a [report](#) from the Community Service and Events Officer on the production of future editions of the Town Crier magazine.

10. **Community Grant applications**

To consider a grant application received from Healthy Abingdon, including an [application form](#), a [trustees' report](#), a [report](#) from the Community Services and Events Officer, and a [grant scoring sheet](#).

11. **Finance Report**

- i) To receive and consider the [report](#) of the RFO.
- ii) To receive the [Management Accounts](#) for the period to 31 October 2022.

12. **Final call for Budget Bids 2023-2024**

This is the final call for budget bids for 2023-2024, anything not put forward will not be added later. [Report](#), [Appendix A](#).

13. **Museum service**

To receive and consider the [report](#) of the museum manager.

14. **Oxfordshire Play Association (OPA)**

Martin Gillett would like, on behalf of the Trustees and Staff of OPA, to thank so very much Abingdon Town Council for the financial and practical support of OPA for the financial year 2021-22'

To note the [Annual Report](#) and [Accounts](#) for the period 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022

15. **Warm Places**

Members to consider whether to explore the possibility of providing 'warm spaces' or exploring and supporting a local network of 'warm spaces' which offers the community somewhere to keep warm and save on heating costs.

16. **Future Agenda items**

Christmas events 2023.  
Review of Christmas lights.  
Market Place busking.  
Annual reports from major grant recipients.

To consider and propose other items for future agendas.

17. **Dates of future meetings**

To note the dates of the meetings in this municipal year:

- 6 December 2022
- 7 February 2023
- 23 May 2023

The law allows members of the public and press to record meetings of the Council and its committees. Should you wish to record at any meeting which is open to the public it is requested that you inform the Town Clerk of your intention to film or record before the day of the meeting, by emailing [democratic@abingdon.gov.uk](mailto:democratic@abingdon.gov.uk) or telephoning 01235 522642.

18. **Exclusion of the public, including the press**

The Chair will move:

*That in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 (as extended by Section 100 of the Local Government Act 1972), the public (including the press) be excluded from the meeting because of the confidential nature of the business to be transacted.*

Documents in relation to these items will be available for members only.

**SECTION II – Confidential**

19. **Confidential report of the Town Clerk**

To update the Committee on the Christmas lights contract tender.

The confidential report for members can be found in SharePoint.

20. **Confidential staffing report from the Museum Manager**

Members to receive and note the confidential staffing report from the Museum Manager.

The confidential report for members can be found in SharePoint.