



Abingdon-on-Thames Town Council

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Paula Lopez – Interim Town Clerk

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Community Committee Tuesday 23 May 2023, 7pm Old Magistrates Court AGENDA

Date of agenda: 18 May 2023

To: All Members of the Community Committee

Cllr Cheryl Briggs

Cllr Penny Clover

Cllr Neil Fawcett

Cllr Murali Gunarajah

Cllr Pat Lonergan

Cllr Lorraine Oates

Cllr Victoria Walker

Designate Chair of the Finance, Governance & Asset Management Committee – ex-officio

Cllr Gwyneth Lewis Mayor 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 23 May 2023 at 7pm** 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.

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

Yours sincerely

Paula Lopez

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Interim Town Clerk/Chief Executive (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.

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 or telephoning 01235 522642.

SECTION I - open to the public including the Press

1. **To elect a Chair and Vice Chair for the 2023-2024 municipal year**

2. **To review and adopt the Terms of Reference for this committee**

The terms of reference for the committee can be viewed [here](#).

3. **Apologies**

To receive any 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. **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 22 May 2023. This may either be by letter to the address above or by e-mail to democratic@abingdon.gov.uk.

Holly Freeland from The Abingdon Bridge and James Quartermain from DAMASCUS will give a short presentation on their work for the Abingdon Integrated Youth Support Project which is supported by Abingdon Town Council.

6. **Minutes**

To sign as a correct record the draft minutes of the meeting of the Community Committee of [22 March 2023](#).

7. **Year end closing balances for 2022-23**

To consider a [report](#) and [appendix](#) from the Responsible Finance Officer (RFO).

8. **Community grants**

a. To consider grant applications as follows. A [report](#) is provided which sets out the details of the grants and additional information is available below. Additional financial information is available for Councillors to view on Sharepoint.

Abingdon Music Centre Trust	£515
- Grant application form	
- Grant scoring criteria spreadsheet	
Home Start Southern Oxfordshire	£2,000
- Grant application form	
- Grant scoring criteria spreadsheet	
Oxfordshire Wildlife Rescue	£1,055.98
- Grant application form	
- Grant scoring criteria spreadsheet	

- b. The committee is asked to note that the grant awarded to the Albert Memorial (Abingdon) Trust by the Community Committee on 7 February 2023 using funds from the Joint Environmental Trust (JET) fund received the approval of District Councillors representing Abingdon Town Council as the JET was a joint committee of the Vale of White Horse District Council and Abingdon Town Council. The JET came to an end in May 2011 following the decision by the district council to cease funding it and the remaining funds were transferred to the town council on condition that they were used for the same purposes as the JET had previously supported: ‘to enable Abingdon Town Council to fund environmental improvement schemes which will enhance and sustain the vibrant market town.’ The agreed funding was therefore conditionally awarded by the town council and the decision of the committee required ratification by the district councillors representing Abingdon wards. The town council received confirmation from District Councillors Neil Fawcett, Andy Foulsham and Eric de la Harpe.

9. **Major grants**

To consider major grant applications for 2023-24 from the organisations below. The town council has in previous years offered regular funding to these organisations and each has been asked to submit an application form for future grants to ensure that the town council can properly record this support in the minutes of this meeting and comply with the council’s grants policy. Additional financial information is available for Councillors to view on Sharepoint.

Name	Grant applied for	Period covered	Amount in 2023-4 budget	Application form
Abingdon Carousel	£35,000	2023-4	£30,000	Provided here
Christ’s Hospital	£4,100	2023-4	£4,100	Provided here
DAMASCUS	£12,500	2023-4	£12,500	Provided here
The Abingdon Bridge	£12,500	2023-4	£12,500	Provided here

10. **Application for Community Infrastructure Levy (CIL) funding**

To consider an application from Rush Common Preschool for funding for the refurbishment of a building for preschool accommodation. An [application form](#) and finance information are provided for councillors on Sharepoint.

Additional financial information is available for Councillors to view on Sharepoint.

11. **Recent Events – Bun Throwing & Party in the Park**

To consider and review the [report](#) from the Properties and Events Manager in regard to the review meeting of these events.

12. **Report from the Museum Manager**

To consider a [report](#) from the Museum Manager on the County Hall Museum.

13. **To review the Forward Plan**

An updated version of the [forward plan](#) is available to review.

14. **To review the Actions Register**

An updated version of the [actions register](#) is available to review.

15. **Future Agenda items**

To review the following items for future agendas:

- Summer and Christmas events 2023
- Plan for future editions of the Town Crier
- Update from the Communications Working Party
- Youth strategy
- Council events planning
- Event accessibility audit.

To consider and propose other items for future agendas.

16. **Date of future meeting**

To note the date of the next scheduled meetings:

- 11 July 2023
- 5 September 2023
- 17 October 2023
- 28 November 2023
- 8 February 2024
- 7 May 2024

17. **Exclusion of the Public, Including the Press**

The Chair may 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.*”

Subject to the approval of the above motion the meeting will then move into confidential session.

18. **Christmas lights**

To consider a report from the Cemeteries and Outdoor Services Manager on the recent town centre display.

19. **Police Community Support Officer**

- i) To consider the town council’s continued support for the provision of a PCSO in Abingdon and to review the contract submitted by Thames Valley Police for this service.
- ii) To authorise the Town Clerk to sign the contract.